

CENTRE FOR CONTINUING EDUCATION

1976-77

EDUCATION IS YOUR KEY TO TOMORROW. CA-REER DEVELOPMENT, PROFESSIONAL TRAIN-ING AND PERSONAL EN-RICHMENT ARE THE BENEFITS OF YOUR IN-VOLVEMENT WITH THE CENTRE FOR CONTIN-UING EDUCATION OF CONCORDIA UNIVERSI-TY, OFF-CAMPUS CRED-IT COURSES LEADING TO A UNIVERSITY DEGREE, AND SELF-IMPROVE-MENT STUDIES ARE IN-CLUDED IN THE FOL-LOWING AREAS: BUSI-**NESS AND ADMINISTRA-**TION, CULTURAL AND COMMUNITY, EDUCA-TIONAL TRAVEL, EN-GLISH LANGUAGE AND MUSIC AND ARTS, PUR-SUE THESE OPPORTUNI-TIES FOR LIFELONG LEARNING.

General Policy

Registration

Registration for all courses is now open. Early registration is advised. Please consult the individual programmes.

Fees

Normally, fees are payable in full at time of registration and are indicated with the course descriptions. If fees are paid by installments, a deposit of 50% of total fee is required at the time of registration and it is necessary for the student to sign a contract at the programme office, A \$5 charge is levied on deferred payments. If more than one installment is necessary, a \$10 charge is levied.

Refunds

Refunds will be made according to the following schedule:
Before the class commences - full refund less \$10.

administrative fee.
Up to and including the second scheduled class - 50%

refund.
After the second scheduled class - no refund.

Course Cancellations

The Centre for Continuing Education reserves the right to cancel any course where there is insufficient registration. In this case, any fees paid will be refunded.

Class Cancellations

Class cancellations due to inclement weather, illness, etc., are announced daily on radio stations C.F.C.F. and C.J.A.D. between 1700 and 1800 hours.

Textbooks

Textbooks when required may be available in the University Bookstore (on both campuses). However, students are advised to await confirmation of their courses before purchasing texts.

Class Locations

Classes may be held on either campus and at various other centres. Students will be informed of classrooms prior to the first scheduled session.

The Centre for Continuing Education reserves the right to change any information in this tabloid without prior notice.

General Information

Sir George Williams Campus 2170 Bishop Street 879-2865 -or-

Loyola Campus 7306 Sherbrooke Street West 482-0320 ext. 700

Office Hours: 0900-2000 M T W Th 0900-1700 F

Official Mailing Address:

Centre for Continuing Education Concordia University 1455 de Maisonneuve Blvd. West, Montreal, Que. H3G 1M8

Director Douglas Potvin 2170 Bishop Street Montreal, Quebec Tel. 879-8538

Assistant Director Ms. Doreen Bates 879-8536

Holidays:

The Centre for Continuing Education will observe the following holidays-

Thanksgiving - October 11, 1976. Easter - April 9 and April 11, 1977.

Business and Administration Programmes

Hospitality Management Programme	Page
Advanced Accounting Practices	3
Basic Accounting Practices	. 3

Food and Beverage Facilities Interior Design Hospitality Industry Administrative Practices Introduction to Food and Beverage Management	3 3 3 3
Management Practices Programme Business Communication Fundamentals of Accounting Fundamentals of Credit Management Industrial Relations Practices Motivation and Management Personnel Practices Principles of Financial Management Principles of Marketing	3 . 3 . 3 . 3 . 3
Security Administration Programme Introduction to Security Organization	. 4
Tourism Programme Travel Agency Procedures	. 4
Cultural and Community Programme	S

Direct Marketing Courses	4
Cultural and Community Programmes	
Fashion Designing and Pattern	
Making Programme Pa	_
Oraping	5
Dress Designing and Pattern Making II	5
Fashion Drawing	5
Production Sewing	5
Journalism, Advertising and Public	
Relations Programme Advertising Copywriting	5
Magazine Graphics and Production	5
Magazine Writing	5
News and Feature Writing I	5
Public Relations	5
Scripting for T.V. Documentary	5
Occupational Communications Programme	
Occupational Communications I	6
Occupational Communications II	6
	0
Psychophysical Studies Programme Acupuncture: History and Theory of Chinese	
Acupuncture and Oriental Medicine	7
Ancient Metaphysical Systems and Modern	
Parapsychology	7 7
Dream Extension Training I	7
Dream Extension Training II	7
Experimental Parapsychology and Paraphysics I Human Morphology and the Ancient Indian System	7
of Jyotish	7
Hypnosis: Therapeutic Hypnosis and Autohypnosis	7
The Mind Revolution: the Social and Cultural mplications of Recent Mind-Brain and PSI	
Research	6
Psychic Healing: Theory, Practice and Assessment. Psychosynthesis: Practical Techniques from	7
Humanistic Psychology for Self-Orientation	7
Гаі Chi	7
Yoga: Hatha Yoga	7
Social Methods Training Programme Basic Leadership Method Series	6
Strategy Method Series	6
Corporate and Motivity Method Series	6
The Conservatory of Cinematographic Art	
Alfred Hitchcock	9
American Cinema	8
Ingmar Bergman	8
Christmas Flower Arrangements and Decorations .	8

The Conservatory of Cinematographic Art
Alfred Hitchcock
American Cinema
François Truffaut
Ingmar Bergman
Christmas Flower Arrangements and Decorations .
Floral Design
Indoor Gardening and Houseplants
Figure Drawing: Practice Session
Gemology for the Amateur
Interior Decorating: Introductory
The Law and You
Prospecting: Introductory

Recent Advances in Psychology	8
axidermy: Introductory	8
axidermy: Advanced	8
Vine Appreciation	8

English Language Courses

Course	Descriptions																						9)
--------	--------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	---	---

Educational Travel Programme

Edinburgh Language	Foundation													4	-
--------------------	------------	--	--	--	--	--	--	--	--	--	--	--	--	---	---

Music and Arts Programme

Cammac Children's Programmes in Schools Children's Workshops in Musical Creativity	age
Classes in Piano, Flute and Cello	11
Creative Choral Music	11
Creative Movement	11
Folk Dance	11
Guitar	11
Orff Music	
Recorder	11
Cammac Programmes for Adults	
(all courses are given in English and French)	
Classical Guitar	
Recorder	
Theory of Music	11
Dance Programme	
Baroque Dance	
Dance of India	
Folk Dance	. 12
Heritage Montreal	
Discovering Montreal I	11
Discovering Montreal II	11
Ten Montreal Architects	11
Music Programme	
(For credit courses available in Private Study etc.,	
please apply to Coordinator.)	
Basic Music Theory	10
Children's Workshops in Musical Creativity Elgar Choir Programmes	10
Masterclasses - Workshops	10
Musical Graphics	10
Piano Tuning and Simple Repairs for Pianists Only .	10
Private Study - All Musical Instruments and Voice.	10
Photography Workshop	.11
Practical Photography Programme	
Camera II	
Child Photography and Camera Handling	. 11
for Parents	12
Colour Printing Lab	11
Darkroom II	
Introductory Colour	
Snapshooting Children	
Recording Arts Studio Programme Basic Techniques of Sound Recording	10
An Introduction to Recording Technology for the	. 10
Musician	.10
	1918
Theatre Programme	
Drama and Music	.12
Visual Arts Programme	
Jewelry and Metalcraft	. 11
Threads (Arts and Craft)	. 11

Off-Campus University Credit Courses

8

8

Information and											
Course Descriptions		*									12



Business and Administration

Director: Kenneth Etheridge Office: 2170 Bishop Street Telephone: 879-8400

HOSPITALITY MANAGEMENT PROGRAMME

The Hospitality Management Programme begins its third year of successful operation in September. This practical programme is available to individuals who wish to receive training in the special skills required to manage hotels, restaurants, and institutional and commissary food service establishments. A Certificate in Hospitality Management will be granted by the Centre for Continuing Education to those who successfully complete the course requirements. To qualify for the Certificate, candidates must complete a total of ten courses - the seven compulsory courses in the core section of the programme and any three of the elective courses

Admission Requirements

Although the programme is open to all individuals, it is recommended that candidates have at least high school matriculation or its equivalent. For further information, a brochure, and an application form please telephone 879-8400.

Course Descriptions

Fall Term (commencing week of Sept. 13) Winter Term (commencing week of Jan. 17)

CE Hospitality Management 1201

Hospitality Industry Administrative Practices This survey course examines the various divisions of the hospitality industry, their organization, functions and particular administrative problems. It will also provide a basic knowledge of the problems of management in hotels, restaurants, institutions and other enterprises involved in the serving of food and beverages to the public.

Mon. 2030 - 2225 (Fall Term) or Time: Mon. 2030 - 2225 (Winter Term)

Fee: 13 sessions - \$80.

CE Hospitality Management 1202

Basic Accounting Practices This basic accounting course will provide a general knowledge and understanding of the information system used for measuring and communicating economic data in the hospitality industry. The instructional emphasis is on the use rather than the mechanics of the accounting system and how the system can be employed by management for planning and control purposes.

Mon. 1815 - 2010 (Fall Term) or Time: Mon. 1815 - 2010 (Winter Term)

13 sessions - \$80.

CE Hospitality Management 1203

Organizational Behavior

This course provides a study of the effect of the organization on the individual and that of the individual on the organization from the perspective of social and applied psychology. It seeks to give a better understanding of the organizational, social, and administrative framework within which management personnel must

operate in an enterprise.

Time: Wed. 1815 - 2010 (Fall Term) or
Tues. 1815 - 2010 (Winter Term)

13 sessions - \$80. Fee:

CE Hospitality Management 1206

Marketing in the Hospitality Industry This course examines the application of the principles of marketing to the hospitality industry. Time will be devoted to the study of market analysis and market promotion. The continuing need for maintaining

imaginative and innovative practices in hospitality

industry marketing is emphasized.

Time: Wed. 2030 - 2225 (Fall Term) Fee: 13 sessions - \$80.

CE Hospitality Management 1207

Introduction to Food and Beverage Management The course is designed to provide an understanding of food and beverage management. Special consideration will be given to the functions of selecting, purchasing, storing, controlling and merchandising in the hospitality industry. The importance of quantity and quality controls is emphasized.

Tues. 1815 - 2010 (Fall Term) Time:

Fee: 13 sessions - \$80.

CE Hospitality Management 1303 Advanced Accounting Practices

This course is designed to provide a detailed study of the special accounting procedures used in the hospitality industry. It should only be taken by those who have successfully completed 1202 (Basic Accounting Practices) or its equivalent. Throughout the course, consideration will be given to organizing hospitality industry records for computer application and interpreting the data made available from this source.

Tues. 2030 - 2225 (Fall Term)

13 sessions - \$80.

CE Hospitality Management 1205

Management Practices

This course provides an introduction to the general principles of management with special reference to the general functions of the manager in planning, organizing, directing and controlling administrative functions in an enterprise

Tues. 2030 - 2225 (Winter Term) Time:

13 sessions - \$80.

CE Hospitality Management 1305

Physical Plant Management

This course is designed to acquaint the student with a knowledge of the various components that make up the physical plant and what the manager should know about these to ensure efficient operation. Emphasis is on the importance of preventive maintenance in controlling physical plant costs in the hospitality industry

Wed. 2030 - 2225 (Winter Term)

13 sessions - \$80.

CE Hospitality Management 1306

Food and Beverage Facilities Interior Design
This course is designed to encourage an awareness of
the importance of planning and interior design in
developing restaurant and lounge facilities so that they are functional as well as attractive. Emphasis is on the decision-making role of management in relating the mechanics of layout to operational procedures and interior design.

Wed. 1815 - 2010 (Winter Term) Time:

Fee: 13 sessions - \$80.

MANAGEMENT PRACTICES PROGRAMME

This series of courses in management and administration subjects is offered to individuals who wish to investigate or update their skills in selected fields. Courses are made up of eight weekly two-hour sessions, and will be offered on the Loyola Campus. Students successfully completing any six of the courses in the Programme will be eligible for the Certificate in Management Practices.

Admission Requirements

Open to all - no record of previous academic attainment or work experience is required. For further information, a brochure, and an application form, please telephone 879-8400.

Course Descriptions

Fall Term (commencing week of Oct. 4) CE 1220 - Fundamentals of Accounting

This course is designed to develop an understanding of basic accounting principles. Consideration will be given to the role of the accountant and the relationship between accounting and other divisions of an organization. Topics include balance sheets, income statements, budgets (function and application) and setting up records.

Mon. 1930 - 2130 Time: Fee: 8 sessions - \$50.

CE 1221 - Personnel Practices

This course will provide an insight into the theory and current practice of personnel management. Emphasis will be on developing the techniques of recruitment, selection, training, appraisal, wage and salary administration, and benefits management.

Wed. 1930 - 2130 Time: 8 sessions - \$50.

CE 1227 - Principles of Marketing

The purpose of this course is to develop a basic understanding of the scope of marketing, particularly its terminology and activities. After the fundamental principles of marketing are examined, the role of the different elements of the "marketing mix" in current practices will be considered. Wherever feasible, case studies will be used to illustrate marketing issues and techniques.

Thurs. 1930 - 2130 Time: Fee: 8 sessions - \$50.

CE 1228 - Motivation and Management

This course will explore the alternatives which are available to a manager to motivate those under his supervision. It will be concerned with strategies, objectives, priorities, work plans and work assignments. Discussion will take place on analyzing leadership styles and building involvement, participation and autonomy into job assignment.

Tues. 1930 - 2130 Time: 8 sessions - \$50. Fee:

Winter Term (commencing week of Feb. 7) CE 1223 - Principles of Financial Management

This course is designed to develop a background in financial management through an examination of the fundamental principles involved in business finance. Topics include financial statement analysis, interpreting the financial press, budgeting, acquisition and allocation of funds, and principles of investment. Time: Mon. 1930 - 2130

8 sessions - \$50. Fee:

CE 1224 - Industrial Relations Practices

This course considers basic concepts in industrial and labour relations. The roles of management, labour and government will be examined in the context of industrial relations. Topics include industrial structures, bargaining strategies, legal constraints, and collective agreements.

Wed. 1930 - 2130 Time: 8 sessions - \$50. Fee:

CE 1226 - Business Communication

Ths course is concerned with communicating ideas and facts to others in an organizational setting. It is a practical course designed to improve communication skills, particularly those needed for writing reports and business letters. Consideration will also be given to the strategy and tactics required in the business meeting. Home assignments and classroom activities will be used to provide practice situations.

Thurs. 1930 - 2130 Time: 8 sessions - \$50.

CE 1229 - Fundamentals of Credit Management

This course outlines the principles governing credit granting and credit decision-making procedures in modern business and demonstrates how these may be adapted to different requirements. During discussion sessions, the terminology of credit management and the various "tools of the trade" will be examined in some detail.

Tues. 1930 - 2130 Time: 8 sessions - \$50. Fee:

TOURISM PROGRAMME

The courses offered under this programme are designed to train students for responsible jobs in tourism. They are intended either for those already employed in the industry or for those considering it as a career. During workshop sessions, students will have the opportunity to practice the essential skills required of the travel counsellor. These include the use of travel manuals, the preparation of tickets, the planning of trips, and the making of reservations. Students successfully completing both courses in the Programme will be granted a Certificate by the Centre for Continuing Education.

Admission Requirements

Open to all-no record of previous academic attainment or work experience is required. For further information, a brochure, and an application form, please telephone 879-8400.

Course Descriptions

CE 1240 - Travel Agency Procedures

This course concentrates on how the travel agency operates and what it attempts to do. Students will acquire, through actual practice of the skills required, a working knowledge of the procedures and techniques employed by travel agencies in their daily operations.

Time: Mon. 1815 - 2010 Fee: 13 sessions - \$80.

Sec. DD (commencing Sept. 13, 1976) Sec. EE (commencing Jan. 19, 1977)

CE 1241 - Travel Management and Sales Practices

This course should only be taken after the introductory course Travel Agency Procedures, or its equivalent, has been successfully completed. Considerable emphasis will be given to developing the skills required in travel agency management and the promotion of sales.

Time: Mon. 2030 - 2225 Fee: 13 sessions - \$80

Sec. BB (commencing Sept. 13, 1976) Sec. CC (commencing Jan. 19, 1977)

SECURITY ADMINISTRATION PROGRAMME

This new programme leads to the Certificate in Security Administration. It is open to individuals who wish to receive training for responsible positions in security operations at industrial sites, financial institutions, retail shopping and recreational complexes, hotels, medical, educational and other public institutions.

The course of study will emphasize the concept of "loss prevention management" — that is, measures to protect against all forms of loss. Individuals wishing to qualify for the Certificate must successfully complete all 4 courses in the Programme, but applications will also be considered from those opting for courses on an independent basis. Each course is made up of 26 classroom hours divided into 13 weekly two-hour sessions.

Admission Requirements

The programme is open to all individuals, but it is expected that most applicants will have had some previous police or private security force experience. Candidates should have high school matriculation or its equivalent. For further information, a brochure and application form, please telephone 879-8400.

Course Descriptions

CE 1260 - Introduction to Security Organization

This introductory course provides an overview of security management. After a review of the principles of security administration, the organization and operation of a typical security department will be examined. Standard security practices and procedures will then be studied and an analysis made of how more effective liaison with the public, with management, and with other personnel can be encouraged. Throughout this course and others in the Programme, the need for security personnel to develop a professional attitude will be emphasized.

Time: Wed. 1815 - 2010 (Fall Term) (commencing Sept. 15)

e: 13 sessions - \$80.

CE 1261 - Security Administration and the Law

This course examines those aspects of civil and criminal law with which the security administrator should be familiar. Such issues as search and seizure, powers of arrest, negligence, liability, legal constraints, and contractual obligation will be included in the course of study. Particular consideration will be given to those legal procedures directly related to loss prevention management, namely: security of the person and property, invasion of privacy and trespass, nuisance and fraud,

Time: Wed. 1815 - 2010 (Winter Term) (commencing Jan. 19, 1977)

Fee: 13 sessions - \$80.

CE 1262 - Security Administration and Human Behaviour

This course provides some insight into human behaviour — especially how people may affect the organization and how they may in turn be affected by it. First, various forms of deviant behaviour will be identified; this will be followed by a study of manifestations of collective behaviour, particularly in confrontation situations. Later, consideration will be given to how management personnel can operate most effectively. Topics examined in this section include leadership theories, motivation, and group dynamics.

Time: To be given Sept. 1977
Fee: 13 sessions - \$80.

CE 1263 - Security Administration Management

(prerequisite: successful completion of all other courses in the Programme or special permission)
The concentration in this course will be on policy and decision making in security department operations.
Topics to be studied include: security appraisals, security policy development, departmental budgeting,

personnel and equipment selection, staff training, and security department public relations. Demonstrations of surveillance methods and equipment will be arranged.

Time: To be given Jan. 1978 Fee; 13 sessions - \$80.

Complete Computer Electronics

This is a combined home study and laboratory course during which the student actually builds a digital computer. The programme begins with background work in electronic fundamentals, followed by a study of computer circuitry and digital logic techniques. Computer organization and operations are then considered. Complete Computer Electronics is designed for those interested in careers as computer or electronic technicians. A certificate is awarded after completion of both sections of the programme. Fee for each section (A and B) is \$75.

For further information and a brochure, please telephone 879-8400.

Direct Marketing Courses

The Business and Administration Section is planning to offer courses in Direct Marketing during the Fall and Winter Terms. Although the principles and application of direct marketing activities will be examined, the course of study will be basically practical in content and show how direct response campaigns may be planned and executed. Sessions will examine many of the key direct marketing activities. These include: selection of media and mailing lists, offers and incentives, copy and format, customer servicing, testing and evaluation.

For further information on these courses, please telephone 879-8400. Registration for many of the Business and Administration courses may be completed by mail on the attached form, but please check first by telephone.



Educational Travel

Coordinator: Ms. Doreen Bates Office: 2170 Bishop Street Telephone: 879-8536

EDUCATIONAL TRAVEL PROGRAMME

These programmes are designed in order that students may register for credit or on a non-credit basis.

Further information regarding the destinations and programmes of study will be available in January 1977.

If you are interested in obtaining further information, please write to:

Educational Travel Programmes
The Centre for Continuing Education
Concordia University
1455 de Maisonneuve Blvd. West
Montreal, Quebec H3G 1M8

The Edinburgh Language Foundation

The Edinburgh Language Foundation arranges and conducts courses of English as a Second Language. The Principal, Dr. William B. Currie, was the Chairman of the Centre for Teaching English as a Second Language at Concordia University, Montreal.

Courses to suit the needs of a particular clientele may be arranged by contacting the Coordinator of Continuing Education, Concordia University Travel.

Living and teaching arrangements can be made for groups of at least ten persons.

Tuition Fee
NATT SAID



Cultural and Community

Coordinator: (Mrs.) Gwynn Cherrier

2170 Bishop Street Telephone: 879-8534

General Information

Admission to these non-degree programmes requires neither previous experience nor academic record unless otherwise stipulated in the description.

Registration

All registrations may be completed by mail (using the attached form), or in person at the Programme's office. The course fee must accompany registration.
As enrollment is limited, all students are urged to register as early as possible.

Cancellations, Withdrawals and Refunds

Please refer to Continuing Education general policy.

Certificates

The successful completion of a course will merit a certificate.

Certificate Programmes

FASHION DESIGNING AND PATTERN MAKING PROGRAMME

A five-course programme is offered to train students in a professional manner for the garment industry in Fashion Design, Pattern Making, Draping, Production Sewing and Fashion Drawing.

A Programme Certificate will be issued upon the successful completion of each of the five courses, at which time students will be qualified to become Fashion Designers, Assistant Designers, Pattern Makers, Sample Makers and Operators, or to utilize the training for their personal use. Nina Wills, one of Montreal's foremost designers, is the consultant and a part-time teacher for this programme.

Course Descriptions

Dress Designing and Pattern Making I

Pattern designing is made simple by using master blocks which enable the designer to produce any original costume with ease and confidence. (Approximate cost of materials and tools: \$35.)

Place: Loyola Campus Time:

Mon. 1900 - 2200 Sept. 20 - Dec. 13 (no class on Oct. 11)

Instructor: K. Krawczyk Fee: 12 sessions - \$85.

Dress Designing and Pattern Making II

This course is a continuation of Dress Designing and Pattern Making I. (Prerequisite, Dress Designing and Pattern Making I)

Place:

Time:

Loyola Campus Tues. 1900 - 2200 Sept. 21 - Dec. 7

Instructor: Nina Wills

12 sessions - \$85. Fee:

Production Sewing

The fundamentals of sewing on industrial machines will be demonstrated to ensure the student, as a potential designer/pattern maker/sample maker operator, to fully understand how garments are assembled in the clothing industry

Place: Time:

Loyola Campus Wed. 1900 - 2200 Sept. 22 - Dec. 8

S. Starek Instructor:

Fee: 12 sessions - \$85. Draping

Draping as it relates to pattern making is a technique which is essential to designing. Some styles must be draped on the figure before the patterns are made. (Prerequisite: Pattern Making I or current enrollment

in Pattern Making II)
Place: Loyola Campus
Time: Thurs. 1900 - 2200
Sept. 23 - Dec. 9 Instructor: Currie

12 sessions - \$85. Fee:

Fashion Drawing

Instruction will consist of the skills necessary to illustrate details of garments in order that patterns may be made from them. Drawing techniques will be taught to allow the designer to communicate design ideas to a client or to the media.

Loyola Campus Thurs. 1900 - 2200 Sept. 23 - Dec. 9 Place: Time:

Sandra Canning Instructor: 12 sessions - \$85. Fee:

JOURNALISM, ADVERTISING AND PUBLIC **RELATIONS PROGRAMME**

The Centre for Continuing Education of Concordia University has designed a practical programme in communications to serve primarily two groups of people: 1) men and women who are already working in the media and other occupations and professions who will find such practical training helpful in improving their communication skills; 2) students who are specializing in such fields as economics, political science, religion, sociology, management and the physical sciences, and who want to develop the ability to communicate their knowledge.

The programme has been set up in answer to the numerous requests for courses which provide professional, career-oriented training in various techniques of communication

All of the courses will be taught by experienced practitioners - journalists, public relations executives, businessmen and Concordia professors who have worked in the media or related occupations. Each class will have a regular instructor and visits from specialists in the subject under discussion. Students will thus benefit from the personal evaluation and editing of some of the highly regarded professionals in the communications field in Montreal.

Students will be able to enroll in selected courses or in the total programme. Certificates will be issued upon the successful completion of the programme. To qualify for a Programme Certificate, the student must have completed any five courses and have a working knowledge of French. Courses completed in previous programmes offered by either Sir George Williams or Loyola will be considered.

Classes will be offered on both the Sir George Williams and the Loyola campuses. Since the emphasis will be on practical work and on the evaluation of personal assignments, each class will be limited to approximately 20 students. Rudimentary typing skills are required in all courses.

Donna Logan, Assistant Managing Editor of The Montreal Star is the consultant and a part-time teacher for this programme. She is assisted by a staff of highly trained professionals — George Prentice - Editor, Star Action; Brian McKenna - CBC-TV journalist and producer; Sheena Paterson - Editor, Weekend Magazine; James Chouinard - Editor, Montreal Calendar Magazine and Lana Robinson - President, RelaComm

Course Descriptions

News and Feature Writing I

This course offers training in writing clean, economical prose suitable for print media, reporting and writing hard news, researching and writing basic feature stories.

Place: Loyola Campus Time:

Wed. 1930 - 2130 Sept. 22 - Dec. 8

Instructor: Donna Logan 12 sessions - \$80. Fee:

(Materials: \$10.)

Sir George Williams Campus Place: Time:

Thurs. 1830 - 2030 Sept. 23 - Dec. 9

George Prentice Instructor: 12 sessions - \$80 Fee:

(Materials: \$10.)

News and Feature Writing II

This course is an introduction to the technique of investigative reporting, the art of digging up the story and then telling it well. This is the journalism needed to carve out a good profile as well as to develop the classic exposé. Special emphasis will be placed on research, and interviewing. Students will be teamed up and sent in pursuit of a story and if they choose, also work on individual assignments to polish their own prose.

Place: Loyola Campus Time:

Mon. 1930 - 2130 Sept. 20 - Dec. 13

(no class on Oct. 11) Brian McKenna Instructor: Fee: 12 sessions - \$80.

(Materials: \$5.)

Magazine Writing

This new course is designed for those who have completed News and Feature Writing I and II or have the equivalent experience. It is designed to teach the rudiments of magazine writing; to examine the development of article ideas, methods of research and interviewing, techniques of style and presentation, and to evaluate potential markets and editorial requirements.

Loyola Campus Tues. 1930 - 2130 Sept. 21 - Dec. 7 Place: Time: Instructor: Sheena Paterson Fee: 12 sessions - \$80.

Scripting for T.V. Documentary

This course is designed to teach the fundamentals of writing for the television documentary. It includes planning techniques for complete studio production and shooting scripts for the movie photographer.

Sir George Williams Campus Thurs. 2030 - 2230 Place:

Time: Sept. 23 - Dec. 9 George Prentice Instructor: 12 sessions - \$80. Fee:

Magazine Graphics and Production

This course will cover design and production methods for magazines, pamphlets and brochures, including layout, selection of type size and face, photo cropping and keying, composing a dummy, production page pasting up and printing methods.

Place: Sir George Williams Campus

Tues. 1830 - 2030 Time:

Sept. 21 - Dec. 7 Instructor: James Chouinard 12 sessions - \$80.

Public Relations

Fee:

This is a practical introductory course to the practice of public relations, including publicity material, employee communications, audio-visual communications and corporate design.

Sir George Williams Campus Place. Time:

Mon. 1830 - 2030 Sept. 20 - Dec. 13

(no class on Oct. 11) Instructor: Lana Robinson 12 sessions - \$80.

Advertising Copywriting

This course, although oriented to the prospective advertising writer, will prove useful for people who need to know how to write advertising for any other reason. Students will have a chance to write print ads and radio and television commercials and to learn the writer's relationship with art staff, audio/visual materials, advertising sales staff, etc.

Place: Sir George Williams Campus

Time: Wed. 1830 - 2030

Sept. 22 - Dec. 8 Lana Robinson Instructor: 12 sessions - \$80 Fee:

OCCUPATIONAL COMMUNICATIONS **PROGRAMME**

The Occupational Communications Programme embodies a cluster of courses structured to develop the skills of those individuals interested in or concerned with instructing or advising others involved in business, industrial, governmental or organizational development, expansion or technical change. The programme is designed for those who:

- Train others in the use of modern technical innovations;
- Constantly explain the intricacies of industrial, governmental or labor philosophies;
- Teach in classrooms or educational institutions at any level, train nurses, doctors or any variety of technicians, or lecture to the general public, to social or political organizations.

All courses will be taught by individuals experienced in mass media, business or industrial communications, or by Concordia professors who are specialists in commercial art and the application of visual-aids.

Classes will have a regular instructor. Each session will function around a combination of conventional lecture and organized student teams contemplating actual or fabricated business, industrial or organizational problems. Individual training ultimately will be highlighted by a concentration of hands-on practice with audio-visual equipment

Students will be able to enroll in any one of the first three courses during the first term in the programme. However, they must complete the first three as prerequisites to enter into the final three of the six core courses dealing with the content of occupational communications. All of the six must be successfully completed by the student who wishes to obtain a Certificate in Occupational Communications

The culmination of this learning process will be the student's utilization of a new combination of skills to originate, organize and present the total public information lecture or training programme.

NOTE: During the first year of this programme, Concordia's Centre for Continuing Education will be completing a study to determine the feasibility of developing a correlated series of courses in telecommunications, thus providing specialty direction for persons desiring an expansion of their skills in and knowledge of contextual aspects of occupational communications. At the same time, the University will consider the addition of advanced courses as correlated electives within the programme.

Course Descriptions

Occupational Communications I

(The Art of Communicating within the Organization)
This course places particular emphasis on communication levels, the nature and function of language and the art of communication to affect attitudes. It will provide the student with a sound understanding of the mechanics of organization communication, both written and oral.

Place: Sir George Williams Campus

Tues. 1830 - 2030 Time:

Sept. 21 - Dec. 7 George Prentice Instructor:

12 sessions - \$80 Fee: (Materials: \$5.)

Occupational Communications II

(Written Communication)

This course will channel the students' ability to write effectively - to develop specific skills in the writing of memos, reports and speeches. It will also introduce the techniques of scripting for the coordination of video tape productions, lectures and training programmes utilizing overhead projection and 35 mm slides.

Sir George Williams Campus Place.

Time: Tues. 2030 - 2230 Sept. 21 - Dec. 7 Fee: 12 sessions - \$80. (Materials: \$5.)

Occupational Communications III

(Oral Communication - The Art of Speech for Lecture or Training Session)

The student will learn the art of presenting perfect style through improved articulation and pronunciation, and to stress the essentials of speech to inform. He will learn the art of presenting his or her subject in proper perspective while maintaining a sense of objectivity and proportion. Also covered will be the development of the speaker's awareness and use of visual aids to increase clarity and understanding.

Sir George Williams Campus Time.

Mon. 1830 - 2030 Sept. 20 - Dec. 13

(no class on Oct. 11) Victor Baker Instructor: 12 sessions - \$80. Fee: (Materials: \$5.)

SOCIAL METHODS TRAINING PROGRAMME

The Centre for Continuing Education of Concordia University has designed a programme for people in business and industry, government or social service agencies, who are actively responsible for taskoriented groups and meetings, especially groups involved in problem-solving, planning, programme development, or project administration

The three-course programme is self-paced and criterion-referenced. Each student receives his own workbook complete with explanations, examples, procedures and exercises. Tests of competence are based upon each student's actual performance in applying the social methods in group situations. Students will work with modules at home or at the office. The programme manager, resource library and other students are available to be used in pursuit of mastery of the social methods. When a student thinks he has mastered a particular skill, he asks for the criterion test (a sample of which is provided in the module). He then applies the methods in a group situation (outside the classroom) under the test conditions and presents the results to the programme manager as indication of his competence.

Upon successful completion of the required courses, the student will receive a Programme Certificate.

Course Descriptions

Basic Leadership Method Series The Basic Leadership Series of 4 modules introduces students to brainstorming, gestalting, social process analysis, and corporate writing skills. This series is a prerequisite for the two other courses which will be offered in the Winter and Spring Terms.

Place: Sir George Williams Campus

Time:

Tues. 1830 - 2030

Oct. 12 - Nov. 30 Ronald R. Clutz Instructor: 8 sessions - \$50. Fee:

This course will also be offered in the Winter Term Time:

Wed. 1830 - 2030 Jan. 19 - Mar. 9

Strategy Method Series

The Strategy Series of 5 modules will train students to use various combinations of the basic methods to build a practical vision, identify underlying contradictions. create proposals, organize tactical systems and

catalyze implementation.

Place: Sir George Williams Campus
Time: Tues. 1830 - 2030
Jan. 11 - Mar. 15

Instructor: Ronald R. Clutz 10 sessions - \$60. Fee:

This course will also be offered in the Spring Session.

Time. Wed. 1830 - 2030 Mar. 30 - June 1

Corporate and Motivity Method Series

The Corporate Series of 3 modules will include writing the group's common story, social context and corporate structures. In the Motivity Series, students will learn the skills of leadership preparation, staging events and building a framework of support.

Sir George Williams Campus Place: Tues. 1830 - 2030

Time: Mar. 29 - May 3 Ronald R. Clutz Instructor: 10 sessions - \$60.

PSYCHOPHYSICAL STUDIES OF THE INTEGRAL HUMAN SCIENCES PROGRAMME

The Concordia University Centre for Psychophysical Studies of the International Institute of Integral Human Sciences will include a lounge, classroom space, and eventually a reading room and a laboratory for experimental psychophysical research at 2120-30 Bishop Street in the downtown Sir George Williams Campus of the University.

The Centre exists to carry out the primary functions of the International Institute, i.e. the stimulation, coordination and conducting of both academic and nonacademic research and educational programmes in the subjects of human psychophysical integration and psychospiritual awareness. The Institute's perspectives are - and will remain - transcultural, nondenominational, non-ideological, and interdisciplinary.

It is hoped that the opening of this Centre will develop in a responsible fashion the interest shown in the recent First Canadian Academic Symposium on Meditation, Mystical and Psychic Experience, and Non-Medical Healing held at Concordia University in March, 1976.

The Institute and the Centre will sponsor a number of events, lectures, films and weekend workshops in various subjects related to psychophysical integration and psychospiritual awareness throughout the year. The Centre hopes to serve as a forum for scientific, educational, and cultural activities concerning these subjects, as well as a place for the coordination of meaningful scientific research in these areas. The success of the Centre will depend upon public response and participation in its courses, programmes and

Persons interested in furthering the cause of human psychophysical integration and psychospiritual awareness, and in supporting the work of the International Institute, and the Centre, are invited to join the Association for Psychophysical and Psychospiritual Studies (of the Institute). Membership is \$5 per year. For application and/or further information, write The International Institute of Integral Human Sciences, CP/PO Box 1387, Station "H", Montreal, Quebec, H3G 2N3, or drop in at the Centre, 2120-30 Bishop Street, Montreal, after September 15, 1976.

The Centre will be maintained through the services of a Volunteer Director and Staff provided by the Institute and a Secretary-Receptionist provided by the University. Qualified volunteer counsellors and discussion leaders will be on hand at the Centre according to a schedule which will be posted each month in the lounge. Consultation pertaining to the work of the Institute, the courses and programmes of the Centre, research facilities, more advanced professional programmes of the Institute, and/or personal questions related to specific issues in topics of psychophysical or psychospiritual interest will be referred to appropriate persons for their attention.

The Centre for Psychophysical Studies will be host to an Open House at 2130 Bishop Street on Monday, Sept. 20 at 1730 - 2100. Everyone is welcome.

Course Descriptions

The Mind Revolution: The Social and Cultural Implications of Recent Mind-Brain and PSI Research

This course will survey some of the recent and more exciting developments in mind-brain and PSI research, including brain-hemisphere research, and consider its vast social and cultural implications for us all today. The instructor, who is co-author of the PSI catalogue, The Human Aura, and Mind Search will share some of his own experiences and insights over the past few years in collecting data on this research. The course is designed not only to familiarize us with this research, but also to alert us to its potential significance for the future.

Sir George Williams Campus Thurs. 2030 - 2230 Place:

Time: Sept. 30 - Dec. 2 Nicholas Regush Instructor:

10 sessions - 20 hours - \$50. Fee:

Experimental Parapsychology and Paraphysics I

This course will survey contemporary scientific research on ESP, PK, Life Energies, Kirlian photography, putative PSI Fields, etc. - against the background of the earlier history of psychical research.

It is designed to familiarize interested persons with the scope, metnods and results of the scientific psychical research being conducted today in laboratories in the Western nations, Eastern Europe and the Soviet Union. The instructor will describe and explain classical and contemporary PSI experiments, the equipment used, the controls being employed, and the results which have been obtained

Sir George Williams Campus Sat. 1000 - 1200 and 1400 - 1700 Place. Time:

Oct. 16 and 30 - Nov. 13 and 27

E. Douglas Dean Instructor:

4 sessions - 20 hours - \$50.

Hypnosis - Therapeutic Hypnosis and Autohypnosis This course is designed to familiarize the student with the history and basic methods employed in the use of therapeutic hypnosis and autohypnosis. It will deal primarily with understanding the practical uses of hypnosis and autohypnosis in daily life and will include some lectures on verbal and non-verbal communication

The course will review different types of hypnotic suggestions and auto-suggestions and their possible beneficial applications in public life in such fields as education, politics, business, medicine, psychology, etc. There will also be a consideration of some of the ethical issues involved in the use of various forms of hypnosis as techniques of persuasion in contemporary society

Place: Sir George Williams Campus

Wed. 1830 - 2030 Time:

Sept. 22 - Nov. 24 Instructor: Rooshikumar Pandya 10 sessions - 20 hours - \$50. Fee:

Acupuncture: History and Theory of Chinese Acupuncture and Oriental Medicine

First Term in the French language

Second Term in the English language
This course will survey the history and theory of
Chinese acupuncture and oriental medicine, including an introductory resumé of the human anatomy, the eastern philosophy of the Tao, Chi energies, the meridians and acupuncture points designated in traditional Chinese medicine for treatment of specific symptoms and disorders in various organs and parts of the body, etc.

(Note: This course is intended for the general information of the non-medical layman, and it is not to be construed in any sense as a professional preparation for the practice of acupuncture.)

Place: Sir George Williams Campus

Tues. 1830 - 2030

Sept. 21 - Nov. 23
Bernard Grimaux
10 sessions - 20 hours - \$50.
—or— Instructor: Fee:

Sir George Williams Campus Place:

Tues. 1830 - 2030 Time: Jan. 25 - Mar. 29 William Huang, M.D. 10 sessions - 20 hours - \$50. Instructor:

Dream Extension Training I (half course)

This course is a form of personal training consisting of four parts:

- dream recall
- dream awareness
- dream direction
- dream interpretation.

This will involve the use of techniques (from the Indian and Tibetan Yoga traditions, Jungian psychology and other systems) which have been developed to enable persons to open constructive psychic channels, solve problems, and reach a greater degree of self-

awareness through study of one's own dreams.

Place: Sir George Williams Campus

Time: Sat. 1000 - 1200 and

1400 - 1700 Sun. 1000 - 1200 and 1400 - 1700

Oct. 23 and Oct. 24

Instructor: Rabbi Jerry Steinberg 2 sessions - 10 hours - \$25. Fee:

Dream Extension Training II (half course)

This course will study symbols in dreams and the general psychology of dreaming. An understanding and feeling for one's own dreams will be explored and the student will be helped to understand the personal concerns, interests, hopes, fears and conflicts of others, including children, through dream awareness.

Place: Sir George Williams Campus

Sat. 1000 - 1200 and 1400 - 1700

Sun. 1000 - 1200 and 1400 - 1700 Nov. 20 and Nov. 21

Instructor: Rabbi Jerry Steinberg 2 sessions - 10 hours - \$25. Fee:

Lessons in Tai Chi, the ancient Oriental art of graceful, intuitive movement and form, gives the power of concentration and one-pointedness, body awareness, and wholeness of purpose or the unification of mind and body. Tai Chi has been employed as a martial art, but this particular course will concentrate on its use as an exercise in psychophysical integration and awareness

Place: Loyola Campus Tues. 1830 - 2000 Time, Sept. 28 - Nov. 30

Fee: 10 sessions - 15 hours - \$25.

This course may be extended or repeated in the second semester if there is sufficient demand.

Yoga: Hatha Yoga

Students will be introduced to the study and practice of Hatha Yoga. Participants will be made aware of how, through Yoga, one can care for the body and the mind Classes will consist of the basic yogic asanas (postures), pranayama (yogic breathing), methods of purification of the body (both inside and outside), mudras and bandhas (bodily locks which are similar to postures), progressive exercises in mental control and concentration, meditation on the various nerve centres, and progressive relaxation techniques.

Loyola Campus Wed. 1330 - 1500 Place:

Time: Wed. 1830 - 2000

Fee:

Sept. 29 - Dec. 1

10 sessions - 15 hours - \$25.

Place: Loyola Campus Wed. 1830 - 2000 Time: Jan. 26 - Mar. 30 Rose Rosenstone Instructor:

Fee: 10 sessions - 15 hours - \$25.

Biofeedback: Theory and Techniques

This course will familiarize the student with the contemporary basic theory of biofeedback, with the techniques and machinery used in biofeedback training, and with the results of recent scientific experimentation in the field. Although this course is not a biofeedback training programme, students will be given an opportunity to learn and to sample first hand some of the basic biofeedback techniques available for the selfregulation of states of consciousness, control of the body metabolism, etc., under the supervision of professionally trained personnel.

Sir George Williams Campus Place:

Time. Wed. 1830 - 2030

Jan. 26 - Mar. 30

Instructor: Hal Myers

10 sessions - 20 hours - \$50.

Psychic Healing - Theory, Practice and Assessment This course will survey the existant practices of non-

medical healing (i.e. spiritual healing, psychic healing, faith healing, etc.) and contemporary varieties of scientific research for assessing the results. Special attention will be given to controlled experiments that either various suggestions telepathically or conventionally conveyed, or various life energies from the healer's own mind and body may in fact be involved in many instances of paranormal healing.

Sir George Williams Campus Sat. 1000 - 1200 and 1400 - 1700 Place: Time:

Mar. 12 and Mar. 26 Instructor: E. Douglas Dean

2 sessions - 10 hours - \$25. Fee:

Psychosynthesis - Practical Techniques from Humanistic Psychology for Self-Orientation

This course will explore human potential according to the findings of several humanistic psychologists Jung, Rogers, Maslow and Assagioli. Students will then be introduced to some of the methods of self-orientation that have been developed by growth psychologists, such as guided imagery, symbolic art work, creative meditation, interpersonal sharing, journal keeping and exercises to develop a more authentic sense of personal identity and awareness.

Sir George Williams Campus Mon. 1830 - 2030 Jan. 31 - Feb. 28 Place: Time:

Alana Hartzok Instructor:

Fee: 5 sessions - 10 hours - \$25.

Human Morphology and the Ancient Indian System of Jyotish

This course will be a contemporary scientific approach to the ancient Indian art of Jyotish of Reading Body Signs. It is designed as an introductory course in, and an evaluation of techniques from the ancient Indian art of Jyotish, or the discerning of personality characteristics from the physiognomy, the shape and configurations of the head and features, the hands, the feet, the lines on the hand, etc. The ancient oriental claim that the hand is the "mirror of the mind" will be examined against the general background of contemporary scientific knowledge and the Western psychological theories of Carl Jung and others.

Sir George Williams Campus

Time: Wed. 2030 - 2230 Jan. 26 - Feb. 23

Instructor: Ghan Shyam Singh Birla 5 sessions - 10 hours - \$25. Fee:

Ancient Metaphysical Systems and Modern Parapsychology

(offered in the French language only)
This course will survey the models for reality, nature, man and God found in major esoteric metaphysical systems, and will consider their significance for contemporary psychical research. Such ancient religious and philosophical conceptions as those of the astral and etheric bodies and the seven vehicles of man, thought-forms and mental and spiritual energies, various magical techniques for effecting psychical phenomena, the belief in survival of bodily death, and the general conception of metaphysical principles will be examined for their relevance to PSI phenomena.

Place: Sir George Williams Campus Time: Thurs. 1830 - 2030

Jan. 27 - Mar. 31 Margot Cardin

Instructor:

Fee: 10 sessions - 20 hours - \$50.

Figure Drawing - Practice Session

No Instructor

Time:

Fee:

An opportunity is provided for students involved in life-drawing to practice drawing from a model in the studio. It is treated as a practice session and no

instructor is engaged to supervise the class.

Place: Loyola Campus

Time: Sat. 0930 - 1200 Sept. 18 - Dec. 11 (no class Oct. 9)

12 sessions - \$36. Fee: Place:

Loyola Campus Sat. 0930 - 1200 Jan. 29 - Apr. 23 (no class Apr. 9) 12 sessions - \$36

Indoor Gardening and Houseplants

This course is designed to enable you to select the right plants to suit your home or apartment's condition. Watering, fertilizing, lighting, and propagation will be covered. Methods of making and displaying attractive hanging baskets and growing some of your favourite vegetables inside your own home will be demonstrated.

Loyola Campus Tues. 1930 - 2130 Time: Oct. 19 - Nov. 9

Sir George Williams Campus Place: Time:

Tues. 1830 - 2030 Nov. 16 - Dec. 7

Instructor: Dr. R. Omran 4 sessions - \$20 Fee:

Floral Design

You will be taught the latest techniques in designing floral arrangements in various shapes, for your home, as well as for gifts and other special occasions. Though the course will be centered around fresh cut flowers a special session will cover arrangements using dried flowers along with the art of "preserving" your own flowers.

Place: Loyola Campus Thurs. 1930 - 2130 Time: Sept. 16 - Oct. 21 Instructor: Lorraine S. Omran 6 sessions - \$30. Fee:

(Students to supply their own equipment and

flowers.)

Christmas Flower Arrangements and Decorations

A short Flower Arranging continuation course specializes in Christmas and New Year's fresh or dried flower arrangements, wreaths, corsages and other miscellaneous holiday decorations.

Loyola Campus Place: Thurs. 1930 - 2130 Time:

Nov. 11 - Dec. 2 Instructor: Lorraine S. Omran 4 sessions - \$20. Fee:

Wine Appreciation
This non-technical course, designed and conducted by Henry J. Moore, noted columnist of "A Jug of Wine" - The Montreal Star, will enable the student to gain a greater appreciation of wine and how it fits into our daily lives. The course will cover the history and development of wine-making and will be accompanied by tastings designed to help the students develop their palates

Sir George Williams Campus Place:

Thurs. 1830 - 2030 Time: Nov. 4 - Nov. 25

Instructor: Henry J. Moore 4 sessions - \$40. Fee:

Prospecting - Introductory
This course will be of interest to the general public and will emphasize identification of economic minerals and application of geological principles to the search for minerals. Field trips to local areas will form a part of this course. An advanced prospecting course will be given in the Winter term.

Sir George Williams Campus Wed. 1830 - 2030 Place:

Time: Sept. 22 - Nov. 24 Instructor: Dr. Dan Bradley 10 sessions - \$50. Fee:

Prospecting – Advanced (A continuation of "Prospecting Introductory") This course deals mainly with methods of prospecting, evaluation of mineral deposits, mining laws, mineral rights, staking of claims, and other government regulations.

I wish to register for the following course(s).

Mail to: Cultural and Community Programmes

Concordia University,

The Centre for Continuing Education,

1455 de Maisonneuve Blvd. West,

Montreal, Quebec. H3G 1M8.

Sir George Williams Campus Wed. 1830 - 2030 Place:

Time: Feb. 9 - Apr. 13 Dr. Dan Bradley Instructor: 10 sessions - \$50. Fee:

Course

Address:

Date

Mr. □ Mrs. □ Miss □ Ms. □

Gemology for the Amateur This course is designed to familiarize students with the description of gems and gem materials - their sources and history, - optical and physical characteristics, and instruments and techniques used in the identification of gems. Synthetic and imitation gems and the methods used in their production will be illustrated together with gem nomenclature and misrepresentation. Methods of gem polishing will also be covered.

Loyola -or- Sir George Williams Campus Mon. 1930 - 2130 at Loyola or Place: Time:

1830 - 2030 at SGW

Sept. 20 - Nov. 29 (no class Oct. 11)

Instructor: H. Stitt

Fee:

10 sessions - \$50.

(approximate cost of materials - \$15.)

Taxidermy - Introductory

(Classes will be conducted in the French language) In this introductory approach to the study of taxidermic techniques, each student will prepare and mount a bird, a fish and a small mammal.

Place: Loyola Campus Wed. 1900 - 2200 Time: Sept. 15 - Dec. 1 Leonardo Facchin Instructor:

12 sessions - \$125. Fee: Leonardo Facchin & J. Garcia De LaPenna Text:

Taxidermis: Birds, Fish, Mammals, 3 vols.

HRW Publications Materials: Approximate cost: \$35.

Taxidermy – AdvancedThis course shows the technique and reproduction in Polyurethane sculpture and mounting and the technique of mounting using a pre-made mannequin or form

Taxidermists' suppliers. Loyola Campus Place: Thurs. 1900 - 2200 Time:

Sept. 16 - Dec. 2 Instructor: Leonardo Facchin 12 sessions - \$125. Fee:

The Law and You
This course is designed to familiarize students with the basic concepts underlying their everyday legal transactions

a) Divorce and Separation

The specific subjects covered will include the grounds for separation and divorce, the means by which both are obtained and the legal consequences in terms of custody, alimony, distribution of property and otherwise

b) Wills and Estates

This course will cover the laws governing wills and successions and in particular will deal with the different types of wills, the manner in which bequests are made, the procedure that is followed in settling estates and the consequences which result from the absence of a

c) Consumer Protection

CULTURAL AND COMMUNITY

Surname

Signature

This session will deal with the rapidly developing area

Tuition

Fee

of law which protects consumers and will include a review of both the Consumer Protection Act and the provisions of the Combines Investigation Act relating to advertising and promotional schemes

d) Leases

Both residential and commercial leases will be dealt with and in particular, the rights and obligations of both tenants and landlords as well as the means by which leases may be prolonged or terminated.

Loyola Campus Tues. 1930 - 2130 Place: Time: Sept. 21 - Dec. 7

Chris Portner Instructor: 12 sessions - \$55. Fee: Text: Franklin & Franklin

Introduction to Quebec Law

(Pitman)

Interior Decorating — Introductory
This introductory course will deal with the elements of design such as color, texture, etc; the principles of design such as types of balance and emphasis; effects of lighting and space as related to the home environment. Weekly problems will be given relating to the lectures, to be worked on in class and related to the students' decorating problems. The course will consist of ten weeks in the classroom and the last two weeks in actual problem solving in two students' homes.

Loyola Campus Place: Tues. 1930 - 2130 Time: Sept. 14 - Nov. 30 12 sessions - \$55. Fee:

Recent Advances in Psychology 1976-1977

A series of lectures developed to enable alumni to keep abreast of current developments in the field. Students who have completed an undergraduate degree with a concentration in psychology, and who wish to pursue their interest in the discipline post graduation, are eligible. The lecture topics for 1976-1977 will be physiological psychology, diet and behavior, drug dependency; perception, language development, human information processing; sexual differentiation, sexual dysfunction and therapy, socialization and sex role development; developments in learning, hypnosis, industrial psychology

For further information and registration please contact 879-4146.

Place: Sir George Williams Campus Time:

Thurs. 2000 - 2200 Oct. 14 - Apr. 14

Instructors: Psychology Department Faculty Fee:

12 sessions minimum of \$55 contribution

to Concordia University, Psychology Department Endowment Fund.

THE CONSERVATORY OF CINEMATOGRAPHIC ART

The following courses will be offered under the auspices of The Conservatory of Cinematographic Art:

I. Ingmar Bergman

The Conservatory will offer a fourteen-week course on the life's work of the great Swedish film-maker Ingmar Bergman.

A variety of full-length films from each of his early, middle, and modern periods will be viewed, and many of the Director's ideas on comedy, tragedy, cinema, theatre, and the dynamics of the human psyche will be discussed.

Sir George Williams Campus Place:

Mon. 1815 - 2015 Time: Sept. 13 - Dec. 20 (no classe Oct. 11)

Robert Del Tredici Instructor: 14 sessions - \$65.

Fee:

II. American Cinema
The Conservatory will also offer a fourteen-week course on American Cinema.

The two-hour class sessions will explore the major trends in the American film industry through a study of its most important directors, genres and techniques, from D.W. Griffith, through epic, gangster, musical, suspense, comedy, horror, film noir, and science fiction genres. The course will examine, in their historical context, the impact made by sound, color, and cinemascope lenses, concluding with a study of the avant-garde. A mini-survey of American animation will accompany each week's feature presentation.

Place: Sir George Williams Campus Time:

Wed. 1815 - 2015 Sept. 15 - Dec. 15 Robert Del Tredici Instructor:

14 sessions - \$65

First Name Business Local have read the regulations reagarding fees and withdrawals and hereby accept them ☐ cheque enclosed money order enclosed

III. Alfred Hitchcock

(This course will be given in the French language)

The Conservatory of Cinematographic Art will offer through Mr. André Leroux, cinema critic of "Le Devoir", a fourteen-week course on the work of the great director Alfred Hitchcock. A variety of fulllength films from his early, middle and modern periods will be shown and discussed. Hitchcock's themes, preoccupations and aesthetics will be studied.

Sir George Williams Campus Mon. 1815 - 2015 Place:

Time:

Jan. 24 - May 2 (no class Apr. 11) André Leroux

Instructor: Fee: 14 sessions - \$65.

IV. François Truffaut

(This course will be given in the French language) The Conservatory of Cinematrgraphic Art will offer through Mr. André Leroux, cinema critic of "Le Devoir", a fourteen-week course on the life's work of the great French film-maker François Truffaut.

The purpose of this series of courses is to make you rediscover and appreciate the work of François Truffaut, the poet of tenderness and cruelty. Each course will be on a different subject and the films will be analysed from the different points of views.

Place: Sir George Williams Campus

Wed. 1815 - 2015 Jan. 26 - Apr. 27 Time:

Instructor: André Leroux 14 sessions - \$65. Fee:



English Language

Coordinator: Floyd Tuzo Office: 2170 Bishop Street Telephone: 879-2865

Registration

Students may register either by calling the Continuing Education Division at 879-2865 for an application or in person at the Continuing Education Office - 2170 Bishop Street, Montreal.

Students without proof of registration will not be admitted to classes

The deadline for registration is two weeks prior to each session.

Refund Policy

The centre cannot make allowances for changes in personal plans made by students after registration.

Once you have signed your contract you are responsible for the full amount except under the following conditions:

- a) Students who withdraw from a course before the first class will receive a full refund, less \$25 non-refundable
- b) Students who withdraw within the first week will receive 50% of the course tuition fee.

After this period, no tuition refunds or adjustments are allowed for any reason.

This is a non-credit course. All contracts are subject to revision for adjustment of errors.

Certificate

A certificate of attendance is issued upon satisfactory completion of the course requirements. The certificate states the dates of the programme and the student's grade

Programme Description

The Centre for Continuing Education, in conjunction with Concordia's TESL Centre, has designed an expanded programme of English language instruction to afford those whose native language is not English, the opportunity to develop an English language proficiency for professional, social, and academic purposes.

The following schedule is an attempt to provide opportunities for:

- Students preparing to enter a Canadian University.
- 2. Students not admitted to a Canadian University who want to improve their English in order to qualify for admission.
- Students who have been admitted to a Canadian University but whose English language proficiency level is below the acceptable minimum.
- Students attempting to improve their English for Social and professional purposes.

The basic aims of the programme are to provide a) training in the four basic language skills, i.e. understanding, speaking, reading and writing, and b) developing of the student's use of the language.

In order to accomplish these goals, the programme has been divided into three independent levels. In this way, a beginner may steadily progress to an advanced level of fluency in English, while a student with some knowledge of the language may enter the programme at any suitable point.

The emphasis of these courses is on the spoken aspects of the English language, conversational situations, guided discussions, reading, written construction and composition.

Classes are purposely limited to ensure maximum student/instructor contact.

The programme is staffed by qualified, experienced university level teachers of English as a second language.

Methods

At each level, the most modern language development techniques are used - techniques which help the student to develop meaningful communication through situations taken from everyday life.

Language Laboratory

Sir George Williams Campus has one of the most up-to-date language laboratories for individualized learning. At each level, laboratory exercises are integrated into classroom work. Students will be provided with intensive listening and repetition exercises which are directed towards the improvement and development of automatic responses and fluency in English.

Level I

The immediate aim of this level is to give the student a sound elementary knowledge of spoken English. The course covers the basic structures, grammar and vocabulary used in spoken English through simple conversational patterns taken from the everyday environment. In addition, intonation, stress and sound discrimination exercises are used extensively in the language laboratory.

Level II

The intermediate section of the programme is designed and organized to accommodate students who have already acquired an elementary grasp of spoken and written English. The course provides development and flexibility towards free conversation.

Level III

The advanced section of the programme is concerned primarily with English usage. At Level III students continue to receive intensive instruction in pronunciation and grammatical structures. The instruction at this level concentrates on improving students' aural comprehension and oral production of English.

1976 Schedule

Sept. 13 - Dec. 2 (day) Mon/ Tues/ Wed/ Thurs-Time: 0900 - 1200 12 weeks - 144 hours - \$350.

Sept. 13 - Dec. 2 (day) Mon/ Tues/ Wed/ Thurs. Time: 1400 - 1700 12 weeks - 144 hours - \$350.

Oct. 25 - Dec. 2 (day) Mon/ Tues/ Wed/ Thurs. Time: 0900 - 1200 6 weeks - 72 hours - \$150.

Oct. 25 - Dec. 2 (day) Mon/ Tues/Wed/ Thurs. Time: 1400 - 1700 6 weeks - 72 hours - \$150.

Sept. 13 - Dec. 1 (evening) Mon/Wed Time: 1815 - 2120 12 weeks - 72 hours - \$150.

Sept. 14 - Dec. 2 (evening) Tues/ Thurs. Time: 1815 - 2120 12 weeks - 72 hours - \$150.

Sept 16 - Dec 4 Thurs. evening /Sat. morning Time: 1815 - 2120 /0900 - 1200 12 weeks - 72 hours - \$150.

1977 Schedule

Jan. 17 - Apr. 7 (day) Mon/ Tues/ Wed/ Thurs. Time: 0900 - 1200 12 weeks - 144 hours - \$350.

Jan. 17 - Apr. 7 (day) Mon/Tues/Wed/Thurs. Time: 1400 - 1700 12 weeks - 144 hours - \$350.

Feb. 28 - Apr. 7 (day) Mon/ Tues/ Wed/ Thurs. Time: 0900 - 1200 6 weeks - 72 hours - \$150.

Feb. 28 - Apr. 7 (day) Mon/Tues/Wed/Thurs. Time: 1400 - 1700 6 weeks - 72 hours - \$150.

Jan. 17 - Apr. 6 (evening) Mon/ Wed. Time: 1815 - 2120 12 weeks - 72 hours - \$150.

Jan. 18 - Apr. 7 (evening) Tues/ Thurs Time: 1815 - 2120 12 weeks - 72 hours - \$150.

Jan 20 - Apr. 9 Thurs - evening / Sat. morning Time: 1815 - 2120 / 0900 - 1200 12 weeks - 72 hours - \$150.

Course dates are subject to change, but applicants will be notified by mail of any such alterations.



Music and Arts

Coordinator: Marcia Loynd
Office: 2170 Bishop Street

Telephone: 879-8405

General Information

Continuing Education Music and Arts (arts of time and space) encompasses music, visual arts (painting, film, photography, architecture, sculpting, crafts), theatre and dance. As well as offering the beginner an opportunity for first-rate professional instruction in the techniques of the chosen medium, each programmme also offers unusual specialized courses for the professional or serious amateur. As well, certain classes explore relationships between varied arts forms.

All programmes, whether for adults, teenagers or children, seek to provide a focal point for community thought and action bolstered by the resources of the university environment. Classes do not necessarily take place on the two campuses, but, through alliances with major Montreal arts organizations, many programmes are offered throughout the city.

Registration

Registration for Music and Arts courses must be completed in person at the programme's office or by mail using the attached form.

All private study music programmes must be completed in person at the music office, 2170 Bishop Street, MU 103

Hours of Registration:

for all non-credit classes: regular Continuing Education registration times.

for all private study music: 0900-1700 Monday through

Friday only,

Music Office, 2170 Bishop

Street.

Fees - Non-Credit Classes Only.

For amounts of less than \$100 payment is due in full by cheque or money order payable to Concordia University on registration. Students registering for two or more classes must enclose a separate cheque for each class. Amounts exceeding \$100 may be paid in two equal installments, in which case, a deferred payment fee of \$5 will be added. Please note: this payment schedule does not apply to private study music programmes.

Cancellations, Withdrawals, Refunds — Non-Credit Classes Only

Refer to regular Continuing Education policy.

Fees — Private Study Music Programme Only

Private lessons are arranged in an approved area of music with a qualified teacher of the student's choice. A minimum of 13 hours of instruction must be undertaken in each contract. Each lesson is normally one hour in length and is given once a week.

Students should understand that fees vary with individual instructors. For each set of lessons the student signs a contract for the entire set of lessons at the stated amount. In addition to the terms on the regular University contract, private study music students must also abide by all regulations and requirements on the Information Sheet for Private Study Music Programmes.

It should be understood that the University enters into an agreement with each teacher for lessons as well as with the student. There is no possibility of cancellation of a contract after the third lesson; even if the lessons are not completed, the student must pay all fees. Since each set of lessons must be completed within a stipulated time period, there is also no opportunity to delay completion of a set of lessons until a later date.

Credit Students must conform to the rules and regulations of the University. (see Unversity Calendar), to include payment of all necessary student fees and credit fees as well as lesson fees. (of the \$45 or \$90 credit fees for 3- or 6-credit courses, 2/3 of that amount is applied against the cost of private study instruction.)

Regular degree students will register for the credit portion of private study through University registration; following this they must complete registration through Continuing Education Music. Partial students may complete all registration procedures through Continuing Education Music.

Cancellations, Withdrawals, Adjustments — Private Study Music Only

If a student who registers for private study music wishes to cancel before the first lesson, he/she must notify the department in person or in writing. He/she will receive a full refund of fees paid less \$10 administrative charge. After the first lesson, but before the third lesson, a student wishing to cancel must notify the department as above and will receive a refund of 50% of total fees. No refunds will be made to a student cancelling after the third lesson or anytime thereafter; in addition, such student is contractually obligated to pay the entire amount for the set of lessons. Nonattendance does not constitute cancellation of a contract.

Credit students must follow regular University procedures to cancel the credit portion of a private study course. The University's cancellation of this credit area in no way binds Continuing Education Music to similar cancellation for the lesson fee portion of the contract

No student may change instructors without a written petition to do so. This must have the permission of the Coordinator of Music, Continuing Education, both teachers concerned and, in the case of credit students, permission of the Head of Music, Performing Arts Division, Faculty of Fine Arts.

General Note

We reserve the right to cancel any class because of insufficient registration.

Course Descriptions

(All first-term classes begin the last week of September unless otherwise noted. Second term classes begin the last week of January.)

MUSIC PROGRAMME

(All classes will be held at 2140 Bishop Street unless otherwise noted.)

Basic Music Theory (short course)

Introduction to the basic elements of music for beginners or as a refresher course will be arranged throughout the year. Minimum enrollment 6 persons.

Instructor: Staff

Fee: 10 hours - \$50.

Children's Workshops in Musical Creativity

Please see CAMMAC section following for details.

Elgar Choir Programmes

Apply to Music, Performing Arts Division, Faculty of Fine Arts for credit programme. Non-credit programmes will be made available to the Montreal Elgar Choir prior to the evening's rehearsal. Please phone for details.

Masterclasses - Workshops

In conjunction with major musical organizations in Montreal, a series of workshops with famous performers will be scheduled throughout the year for the Montreal musical community. During 1976-77 the tentative list includes the CANADIAN BRASS, THE ORFORD QUARTET and pianist ANTON KUERTI. Other workshops will be offered in association with CAMMAC prior to each month's reading session. Please call for details.

Musical Graphics (The Visual in Music)

Of particular interest to musicians and visual artists, the problems of musical scores and notation will be presented from a composer's point of view with emphasis on the contemporary scene. The course will survey briefly the evolution of notational styles and will include active participation by class members.

Time: Wed. 1900 - 2100
Instructor: Ted Dawson
Fee: 10 sessions — \$75.
(plus texts and materials)

Piano Tuning and Simple Repairs for Pianists Only

A practical course for pianists only, it is not a certificate course in piano tuning. Stressed are care of the instrument, tuning and simple repairs.

Time: Tues. 1830 - 2130
Instructor: Gilles Losier
Fee: 10 sessions — \$100.
(plus text and tools \$60.+)

Private Study (credit programme available)

Private, shared or group lessons are available on all musical instruments and voice at all levels on either the SGW or Loyola campuses. Lessons can begin anytime throughout the year. Fees depend on the teacher selected. Instructors include members of the MSO, studio musicians and leading independent teachers. Piano, harpsichord, sitar, guitar, jazz guitar, fiddle, percussion, violin, viola, cello, bass, electric bass, flute, clarinet, saxophone, oboe, bassoon, French horn, trumpet, trombone, voice, lute, jazz piano, jazz organ, recorder, etc.

RECORDING ARTS STUDIO PROGRAMME

Because of the increased need of musicians to be fully acquainted with and to have access to a sound studio, Continuing Education Music, in association with FMT Audio has established a sound studio at 2140 Bishop Street. While this will function as a professional commercial studio, certain time periods will be available to the Continuing Education Music programme for classes and workshops. In 1976-77 the courses will include:

An Introduction to Recording Technology for the Musician

An intensive course designed to acquaint the musician with audio technology, the emphasis will be placed on the design of usable high quality audio processing equipment and the construction of such as is feasible as well as the use of these in a recording setup.

Time: Sat. 0900 - 1200

(commencing Sept. 18)

Instructor: Fred Torak

Enrollment is limited and consent of instructor is a prerequisite. (To be repeated again in the second term

beginning in late January.)

Fee: 12 sessions — \$175. (plus text and materials)

Basic Techniques of Sound Recording

For the person with little or no background in electronics who is interested primarily in recording groups and solos in live situations (including remote recording), the course will feature theoretical and practical work with microphone placement, set-up, use of semi-professional and professional mixers, monitors and stereo tape recorders. Enrollment is limited and consent of the instructor is necessary.

Time:

Tues. 1830 - 2030 for 6 sessions

1830 - 2130 for 3 sessions (21 hours beginning Winter Term)

Instructor: Kevin Austin

Fee: \$125 (plus texts and equipment)

(Other suggested courses will eventually include some or all of the following: Writing for Studio Recording; Music for Films; Sound for Theatre; etc.)

CAMMAC PROGRAMMES FOR ADULTS AND CHILDREN

In association with the Montreal chapter of CAMMAC, Continuing Education Music will offer the regular winter programme for adults. Although there will be children's workshops on Saturdays, most of the children's programmes will be held in conjunction with the Home and School Association of any interested school in Montreal. All CAMMAC programmes require a CAMMAC membership fee. Children or Senior Citizens, \$5 — Adults, \$10 — Family Membership, \$15. Please telephone for details regarding the programmes.

CAMMAC CHILDREN'S PROGRAMMES IN SCHOOLS

The following classes can be set up in schools in Montreal in conjunction with the Home and School Association. Any interested parent may phone for details. Classes will begin the last week of September and continue for 30 one-hour sessions. Since teachers in some areas are in great demand, please make arrangements as soon as possible in the following

Recorder - beginners, intermediate, advanced. Some teachers require Orff music prior to recorder study. It is not available for children under 8 years. Minimum 7 registrations. \$95 plus registration fee.

Orff Music - This is available only to schools with Orff instruments. Minimum 8 registrations. \$90 plus registration fee.

Guitar - beginners, intermediate, advanced. It is not available for children under 8 years. Fee does not include guitar. Minimum 5, maximum 7 in group. \$135 plus registration fee.

Creative Choral Music - Minimum 10 registrations. \$75 plus registration fee.

Creative Music and Drama - Minimum 7 registrations. \$95 plus registration fee.

Classes in piano, flute, cello, etc. - can be set up upon request, but fees will be higher due to smaller class size.

Creative Movement - requires large open space and smooth wooden floor. Minimum 8 registrations. \$90 plus registration fee.

Folk Dance (International) - features ethnic dances of all countries using authentic tapes and recordings. Minimum 8 registrations. \$90 plus registration fee.

Saturday a.m. - SGW Campus

Children's Workshops in Musical Creativity - An introduction to music for children using Orff instruments, the workshops seek to develop a musical imagination through aural experiences and skills. Age limit: 6 - 8 years. Minimum 8 registrations.

Sat. 0945 - 1100 (English Section).

Sat. 1100 - 1215 (French Section)

Instructor: Andre Laporte

25 - 11/4 hour sessions - \$115 Fee:

plus CAMMAC registration fee.

CAMMAC PROGRAMMES FOR ADULTS

All classes will begin the first week of October and continue for 25 weekly one-hour sessions Programmes will be available in both French and English.

Special instrumental and vocal workshops will precede each monthly reading session. Please call for details or check CAMMAC newsletter.

Recorder (English language) - beginners, intermediate or advanced levels.

Tues. 1830, 1930, 2030 Instructor: Lois Watson

Minimum 6 registrations. \$100 plus registration fee

Recorder (French language) - beginners,

intermediate or advanced levels. Time: Mon. 1900, 2000, 2100

Instructor: Anne Little
Minimum 6 registrations. \$100 plus registration fee.

Classical Guitar (English language) - beginners, intermediate or advanced levels.

Time: Tues. 1900, 2000, 2100

Instructor: Madeline Ballard-Kennard Minimum 5 registrations. \$125 plus registration fee.

Classical Guitar (French language) - beginners, intermediate or advanced levels

Thurs. 1900, 2000, 2100 Instructor: Denis Sabourin

Minimum 5 registrations. \$125 plus registration fee.

Theory of Music (English language) - beginners or intermediate levels

Wed. 1900 or 2000 Instructor: Derek Demierre

Minimum 6 registrations. \$100 plus registration fee.

Theory of Music (French language) - beginners or

intermediate levels.

Time: Mon. 2000 or 2100 Instructor: Jacques Clément

Minimum 6 registrations. \$100 plus registration fee.

VISUAL ARTS PROGRAMME

(Please check with office for class location)

Threads (Art in Crafts)

The exploration of threads (string - creative crochet, needle lace, macramé, off-the-loom weaving; textiles - soft tailoring, stitchery, stuffing, appliqué, etc.; decorations - beads, textured patches, string, found objects) seeks to analyze line, colour, texture and their relationship to crafts using a variety of elements, forms and images.

Time: Wed. 1800 - 2000 Instructor: Nancy Herbert Fee: 10 sessions - \$70. (plus materials)

(A continuation of this course begins the last week of January, 1977)

Jewelry and Metalcraft

This course covers the basic skills required in the creation of jewelry and decorative metalwork. After learning techniques the student is encouraged to pursue a personal project. Wherever possible, individual instruction will be emphasized.

Place: 2150 Bishop Street

Section A - Thurs. 1300 - 1600 -or-Section B - Thurs. 1900 - 2200 Time: (commencing first week in October - to be repeated commencing January)

Instructor: David Kucer 10 sessions - \$85. Fee:

HERITAGE MONTREAL - THE PRESENT PAST Instructor: Aline Gubbay for all courses listed below

Discovering Montreal I

A series of walks and talks has been designed to introduce the citizens of Montreal to their city. The talks will aim to provide the necessary architectural and historical background to a clearer perception of the buildings and monuments as they exist today.

Time: Section A - Mon. 1600-1800 (commencing Sept. 20) -or-Section B - Thurs. 1330-1530

(commencing Sept. 24) 10 sessions - \$60.

Discovering Montreal II

Fee:

Fee:

A historical survey of the influences that shaped the city and make it distinctive, the course will consist of slides and discussions of particular interests to those who participated in the fall's Discovering Montreal I.

Time: Section A - Mon. 1600-1800

(commencing end of Jan.) -or-Section B - Thurs. 1330-1530 (commencing end of Jan.)

10 sessions - \$60.

Ten Montreal Architects

The work of ten architects who have influenced the style of Montreal architecture over the past centuries will be studied via lectures and slides. Visits will be made to some of the major buildings under discussion.

Time: Tues. 1600-1800 Fee: 10 sessions - \$60.

PHOTOGRAPHY WORKSHOP

An intensive seminar-like approach for those with very little or no experience in camera and darkrooms designed to facilitate camera handling and processing and printing of films. A field trip, not officially a part of the workshop, is usually arranged for students and instructor. All materials are included in the comprehensive fee. Enrollment is limited.

Mon. 1800 - 2000

(due to Thanksgiving the first class will meet on Tues. Oct. 13) Instructor: Winston Cross 10 sessions - \$110.

PRACTICAL PHOTOGRAPHY PROGRAMME

This programme of courses is designed to offer the beginner an introduction to the basic equipment and processes of the camera and darkroom and to enable those with some experience to develop their skills. The approach is generally through a class format rather than a seminar or workshop. Outside of the basic camera course, consent of the instructor is necessary for all other classes. Classes will be given on a regular basis throughout year. Please phone for dates.

Instructors: Val Charie, Reg Charie, Bob Turnbull,

Roz Paris, Marilyn Aitken, et al.

Camera I

Prerequisites. Bring a camera using any type of film other than 110. This basic course in camera operation, concentrates on improving ability and technique. By means of weekly assignments, the student will put the information taught into practice. (This course deals with basic knowledge, e.g. apertures, depth of field, exposure and some composition)

6 sessions — 18 hours — \$45. (plus text and materials) Fee:

Darkroom I

Prerequisites. Camera I or tested equivalent. This basic course in darkroom procedure, concentrates on the production of contact sheets, test strips and enlargements. The fundamentals of darkroom equipment and chemicals used in film processing are taught.

6 sessions - 18 hours - \$60. Fee:

(plus materials)

Camera II

Prerequisites, Camera I or tested equivalent. A continuing course in developing camera technique, it features the use of accessories and an investigation into the use of aesthetic devices, stressing composition. The course will include some discussion of the work of major photographers. Projects will be assigned and evaluated.

Fee: 12 sessions - 40 hours - \$100 (plus materials)

Darkroom II

Prerequisites, Camera I, Darkroom I, Camera II. It is concerned with the development of more sophisticated darkroom techniques — making enlargements and manipulations, knowledge of papers, films and developers. As well, it includes an introduction to the Zone System of exposure and development. It is a hands-on, working course.

12 sessions - 36 hours - \$110.

(plus materials)

Introductory Colour

Prerequisites, Camera I or tested equivalent. A basic course, it involves discussion and instruction in colour films, shooting techniques, metering for colour, slide vs. print, problems of processing and printing, composition and colour theory.

6 sessions - 18 hours - \$55 Fee:

(plus materials)

Colour Printing Lab.

Prerequisites, Camera I and II, Darkroom I and II and Introductory Colour. A basic colour printing darkroom course, its aim is to provide the student with the skills necessary to make good quality colour prints.

6 sessions - 18 hours - \$65. Fee: (plus lab. fee and materials)

The following two courses are available to be given in any schools:

Snapshooting Children

Prerequisites, none except for a non-adjustable camera. The objective is to teach those having only a non-adjustable camera how to use it more effectively. Special emphasis will be placed on photographing children.

3 sessions - 6 hours - \$15. Fee:

Child Photography and Camera Handling for Parents

Prerequisites, none except for an adjustable camera using 135 or 120 film. A basic course in camera operation, similar to Camera I, it will place special emphasis on photographing children.

Fee:

8 sessions - 20 hours - \$55.

(plus text and materials)

DANCE PROGRAMME

Dance of India

Introductory and intermediate level courses in the elements of classical Indian Dance, the Pandanallur style of Bharatha Natyam, will provide practical work in basic hand, body and foot movements as related to the music and theory.

Time: Thurs. 1830 - 2030
Instructor: Mythili Krishnamurthy
Fee: 10 sessions — \$70

Folk Dance

Folk dance of the Balkans requires active participation by all. It will include authentic music via tapes and recordings.

Time: Wed. 1830 - 2030
Instructor: Judy Cohen
Fee: 10 sessions — \$60.

Baroque Dance

For musicians, visual artists, actors and designers, the performance of the many forms of historical dance will include gigue, minuet, sarabande, passepied, etc. Some emphasis will also be placed on the visual notation of the dances. Insofar as it is possible, live rather than taped or recorded music will be used. Location will be announced.

Time: Tues. 1900 - 2100
Instructor: Blandine Albert
Fee: 10 sessions — \$85

THEATRE PROGRAMME

Drama and Music

An original approach to the problems of words and music, the class will not only seek to study, analyze and perform scenes from plays or to read poetry in a workshop situation so as to define the historical and specific meanings of the works, but will also seek to reinforce and interpret the same situations musically through original compositions and tapes using facilities of a sound recording studio. Consent of the instructor is a prerequisite.

Time: Thurs. 1900 - 2100
Instructor: Derek Demierre
Fee: 10 sessions - \$75.

RÉGISTRATION FORM

Please note:

- Send a separate cheque for each class in which you wish to register.
- 2) Do not register by mail for Private Study courses.
- 3) If registering for CAMMAC courses, please include CAMMAC registration fee.

I wish to register for the			Tutalana
	Course	CAMMAC fee if applicable	Tuition Fee
Mr 🗆 Mrs. 🗆 Miss 🗆 Ms	S Surname	First Name	
Address:	Number	Street	
	City	Postal Code	
Telephone:	Home	Business	
I have read the regulation	ons regarding fees and withdra	awals and hereby accept th	em
Date		Signature	
Mail to: Music and Arts		□ cheque enclose	



Off Campus University Credit Courses

Coordinator: John Fiset

Office: 2170 Bishop Street, Montreal.

Telephone: 879-8402

General Information

In its continuing effort to bring university level courses within reach of the community, Concordia University offers the following programmes for the 1976-77 academic year. Classes are held in conjunction with various school boards and institutions concerned with continuing education. The courses are designed to be of special interest to individuals who normally might not have the time to make regular visits to the downtown campus.

The Centre for Continuing Education, with the cooperation of the above school boards and other organizations, offers these programmes in the hope that more and more people will continue the process of education well beyond the end of their formal studies.

Students who take their courses through Continuing Education will receive credits applicable to the regular university programmes in which they are enrolled.

Registration

Registration may be conducted either in person or by mail. To obtain a registration kit please call the Continuing Education Office (879-8402 or 2865). The Continuing Education Office is open from 0900-2000 Monday to Thursday, 0900-1700 on Friday. (In certain cases, registration can be handled at the centre. Please refer to the specific insert for each centre.)

Registration packages may be mailed directly to:

Continuing Education
Sir George Williams Campus
Concordia University
1455 de Maisonneuve Blvd. W.
Montreal, Quebec H3G 1M8

Prior to Friday, September 10, 1976. Those who wish to register after this date cannot be guaranteed a place. Registration is on a first-come first-serve basis, thus students are encouraged to register as soon as possible. In the event of insufficient registration the course(s) will be cancelled.

Fees

6 credits
3 credits
Student Services*

\$90.00 45.00 10.00

* Applicable to all students who register for credit courses. Students are required to pay these fees only once during the academic year, and students who have also registered for courses on-campus for the current academic year, 1976-77, are not required to pay again when registering for courses through the Centre for Continuing Education.

Fees are payable by either enclosing the full amount (no cash will be accepted) with the completed registration forms, or by completing the application form for the installment plan and making the first payment at registration. Registration is not considered complete in any case until the student has either pre-paid the full fees by certified cheque or money order, or made arrangements to pay by installments. Post-dated cheques are required. Cheques must be made payable to Concordia University.

Student Status

New students (i.e. those who are not currently enrolled in the undergraduate or the Mature Student Qualifying programmes) will register as independent (partial) students

Independent students do not have undergraduate standing, but may take courses for credit and transfer these credits to an undergraduate programme at a later date. Independent students are required to fulfill all

University regulations and procedures concerning payment of fees, course cancellations, withdrawals and adjustments. Students should be familiar with other rules, regulations and information found in the 1976-77 Undergraduate calendar.

Admission Requirements and Regulations Applicable to Independent Students

1. University undergraduate entrance requirements are expected, but may be waived for independent students over twenty-one years of age who have, through other experiences, the essential background for the course(s). Nevertheless, the University reserves the right of decision as to the independent student's eligibility and, in certain cases, the right to ask for proof of appropriate university entrance requirements.

While independent students following single courses of interest are encouraged to enroll, priority will be given to students proceeding to a degree. Students should contact the Admissions Office for the proper procedure to follow. (See Concordia Undergraduate Calendar 1976-77.)

- Failed students may not register without first being re-admitted.
- 3. Maximum course load is three six-credit courses or their equivalent.
- 4. Auditing courses A student cannot audit a course unless it is so stipulated at the time of registration. Student who do not so stipulate will be given a failing grade if the term work is not completed. Auditing students must pay the regular tuition and student services fees.

Course Cancellations and Withdrawals

Withdrawals

- 1. Students may withdraw from a course or from the University without academic penalty prior to the deadlines indicated below. They are required to notify the Records Office in person or in writing, as well as the Concordia University Continuing Education Office, and give their reasons for withdrawing. Students must present their copy of their registration contract when making course withdrawals, changes or additions. Failure to attend classes or notification to instructors does not constitute a formal withdrawal from the University.
- 2. Final withdrawal date for first-term courses is Friday, November 12, 1976. Final withdrawal date for full-year or second-term courses is Friday, March 11, 1977.

Adjustments

Continuing Education students who cancel a course or withdraw from the University must do so within a two-week period (14 calendar days) from and including the date of commencement of the current academic term. In the event of course cancellations within this period, the rebate is 75% of the tuition fee for each full course, 50% of the tuition fee for each half course. After this period, no tuition refunds or adjustments are allowed for any reason. The student services fee is not refundable. A \$10 charge is also levied for each course cancelled prior to the commencement of term.

Identification Cards

Identification cards for new students may be obtained at the Records Office, Room N107, 1435 Drummond Street, on presentation of your contract or your class admission card from Continuing Education.

Text Books

For the convenience of off-campus credit course students wishing to purchase text books in person, the University Bookstore will be open during the registration and the first two weeks of courses from 0900 - 2030 Monday through Friday.

Classes during Inclement Weather

It is the general policy of Concordia University to hold classes. However, in view of the special circumstances affecting the off-campus centres, it may become necessary to cancel classes. In the event that such a decision is made because of unusually severe weather or driving conditions the information will be passed on

to radio station CJAD. They will broadcast any cancellations at approximately 1745.

Student Services

The fee for student services enables students to take advantage of the following. For further information please telephone the appropriate department.

Academic Counselling	879-2879
Vocational Counselling	879-2879
Personal Counselling	879-2879
Health Centre	879-4010
Legal Aid Advice	879-4370
Chaplains	879-4551
Manpower	283-5177

Other telephone numbers which may be helpful for students are as follows:

Accounts Office	879-5812
Admissions Office	879-5955
Athletics	879-5840
Bookstore	879-2855
Graduate Studies	879-7314
Records Office (I.D. cards)	879-7343
Information Desk	879-4336
Records Office	879-2810

Continuing Education is prepared to offer courses offcampus wherever there is sufficient demand, provided suitable lecturers are available. Individuals interested in having courses operated in their area should contact Mr. John Fiset at 879-8402.

Please note that the course schedules are subject to change without notice.

/2 half course — first term /3 full course /4 half course — second term

The credit value of courses is included in the course descriptions.

Course Descriptions

ACCO 213

Financial I

This course examines the theory and practice involved in recording and reporting an organization's financial information for interested parties. It includes the preparation and analysis of financial statements. This course is required for all Commerce and Administration students and is recommended for non-Commerce and Administration students, particularly those considering graduate studies in business administration. (3 credits) NOTE: Students who have credits for ACCO N213, 211, 313A/B, 300 may not take this course for credits.

ACCO 218

Managerial I

Prerequisite: ACCO N213. This course is an introduction to the development of accounting, information for purposes of control, decision making and the more efficient operation of the enterprise. (3 credits)

NOTE: Students who have credits for ACCO N216 or MANA 411, 413B, 402 or FINA 416 may not take this course for credits.

ART 200

Studio Art I

An introduction to studio art including drawing, painting, design, sculpture and related media. (6 credits)
NOTE: Students who have taken Art N331, 300 or 301 may not take this course for credits.

ARTE N200

Art for Classroom Use

A practical and theoretical course of particular use to teachers and those interested in early childhood development. Concepts of art education, the use of materials and techniques are considered in relation to classroom situations. Students are introduced to various art media including painting, collage construction, printing and modelling. The course includes the use of slides, films and selected readings. (6 credits)

DINE 200

Drama in Education: Creative Drama
Introduction to the principles and practice of creative drama. Improvisation in movement and oral expression. Development of the individual's expressive capacities. Relating creative drama to learning processes in schools. (6 credits)

NOTE: Students who have taken DINE N331, 231 or 523 may not take this course for credits.

ECON N209

Introduction to Microeconomics

Introduction to the functioning of the market system; concepts of supply and demand; the role of prices in resource allocation; production decisions by firms. Analysis of differences between competition and monopoly and the implications for economic efficiency; theories of labour markets and wage determination. (3 credits) NOTE: Students who have credits for ECON 209, 011, N211, 211, N212, 013, 009, 109 may not take this course for credits.

NOTE: This course may be taken for credits in the Russian Studies and Urban Studies Programmes.

ECON N210

Introduction to Macroeconomics

An introductory analysis of aggregate economic activity. The focus is on the principles of determination of the level of employment, national income, real output, inflation, and international balance of payments. The course also analyzes the principles which govern the trade relations among countries. These topics are integrated by a discussion of government monetary and fiscal policies to stabilize economic activity. (3 credits) NOTE: Students who have credits for ECON 210, 011, N211, 211, N212, 013, 010, 110 may not take this course for credits.

NOTE: This course may be taken for credits in the Russian Studies and Urban Studies Programmes.

EDUC N415

Education of the Slow-Learning Child
Prerequisite: Education N210 or N315. This course
will describe the cognitive, social and emotional
problems of slow-learning children and discuss
educational techniques for coping with these problems.
(3 credits)

EDUC N416

Education of the Gifted

Prerequisite: Education N210 or N315. This course will discuss the special educational problems of gifted children; it will also assess the effectiveness of the techniques usually employed to deal with these problems. (3 credits)

ENGL N227

Creative Writing: Drama

A seminar in the writing of plays, including an exploration of dramatic forms and techniques. The students are expected to submit work of their own for discussion and analysis. (6 credits)

ENGL N237

Children's Literature

A survey and analysis of literature for children, undertaken with the aim of developing a critical vocabulary and of arriving at workable standards of assessment. The kinds of literature discussed will include works written for adults but traditionally read by children as well, works specifically written or adapted for children, fairy tales and other children's versions of folklore and myth, nursery rhymes and other children's verse. The course will be of general interest to students of literature, and should prove especially helpful to those who teach children in the schools. (6 credits)

ENGL N337

Modern British and American Literature

A study of works in English from what has now emerged as the "Modern" period, extending from the turn of the century to World War II, and including such writers as Conrad, Joyce, Lawrence, Eliot, Yeats, Dylan Thomas, Stevens, Hemingway, Faulkner, Frost and Synge. (6 credits)

NOTE: Students who have credits for ENGL 437 or N437 may not take this course for credits.

ENGL N375

Shakespeare

An examination of Shakespeare's artistic achievement in some of the major plays. (6 credits) NOTE: Students who have credits for English 253 or N253 may not take this course for credits.

ENGL N493/3 ZA

Seminar in a Special Subject:

Canadian Jewish Writers

This course will look at Canadian Jewish writing of the last forty years in an effort to determine how a number of prominent novelists and poets have used their Jewishness as the backbone of their artistic vision. From their background, they have derived symbol, plot and character, yet each has stood very much alone. They form no school. Where do they belong in relation to other Canadian authors, English or French? What influence has their work had on their confrères? How have Canadian cultural patterns been affected by their perceptions and their language? Comparisons will be made with American Jewish writing of the same period. Authors studies will include A.M. Klein, Mordecai Richler, Leonard Cohen, Adele Wiseman, Irving Layton et al. (6 credits)

FRAN N214

Langue III et composition

Préable: FRAN N211. Ce cours permet d'acquérir plus d'aisance et de correction dans l'expression orale et écrite en français. Il convient particulièrement aux étudiants qui ont l'intention d'enseigner le français ou de se spécialiser dans cette langue. Ce cours, donné entièrement en français, comprend la rédaction de compositions sur des sujets variés, des exposés oraux suivis de débats, l'étude de textes et de romans choisis par le professeur de chaque section, des exercices écrits menant à une meilleure connaissance de la grammaire et de la syntaxe. (6 credits) NOTE: Students who have taken FREN 214 or 014 may not take this course for credits. Les étudiants qui ont fait leurs études en français ne seront pas admis dans ce cours.

GEOG N271

The Natural Environment

An introduction to the earth sciences as they relate to the environment of man, with special emphasis on weather, climate and the evolution of landscape. (6 credits) NOTE: Students who have credits for GEOG 231, 232, 031 or 171 may not take this course

HEALTH ED 300

(Also given as Bio 300) Fundamentals of Human Biology

A series of lectures designed to provide non-science students with a general survey of the fundamental principles of life, with emphasis on the structures and functions of man's nine systems. (6 credits)

HEALTH ED 351

Hunger in the Classroom: The School's Role Review of evidence indicating existence of malnutrition in schools in Quebec. Followed by discussion of observable effects of hunger and malnutrition in the classroom. Discussion of various programmes and approaches by the school administration, the school board, the teachers, nurses, etc., taken to alleviate the problem. Topics of discussion will include: Action for school lunches — malnutrition — learning and behaviour — nutrition education programme (3 credits).

HEALTH ED 421 (Also given as ANDR 361)

Personal Interrelations

This course is designed to provide an orientation to the field of interpersonal relationship and human awareness, focusing particularly on relating to and working with other people. Concepts of personal growth and development will be highlighted. (3 credits)

A general survey of the law obtaining in the Province of Quebec with special emphasis on the aspects thereof relating to business and commerce. It includes a basic outline of the law of Domicile, Marriage, Persons, Property, Ownership and its modifications, Successions.

Gifts and Wills, Testamentary Executors, Contracts, Quasi-Contracts, Offences and Quasi-Offences, Privileges, Hypothecs and Prescription, and a more detailed study of the Contract of Sale, Lease and Hire of Things and of Work, Mandate, Loan, Deposit, Partnership, Suretyship, Pledge, Insurance and an outline of the basic law applying to Negotiable

Instruments. Corporations, Carriers, Bankruptcy and Winding Up, and Copyrights, Patents and Trade Marks. (6 credits) NOTE: Students who have credits for MANA N211 or Com Law 211 may not take this course

NOTE: Commerce and Administration students may not take this course for credits.

MARK 213

Marketing and Society (Introductory)
Prerequisites: Economics N209 and N210 or N212, Management 213 or 214 previously or concurrently An analytical, non-managerial course designed to foster understanding of why marketing, a distincly human phenomenon, exists, the role of exchange in social intercourse, and the interrelationships among the environment, man and the economic, legal and social institutions he creates to facilitate the consummation of transactions. (3 credits) NOTE: Students who have credits for Marketing 211 and/or Marketing 411 or Marketing 421 may not take this course for credits.

MARK 350

Marketing Management

Prerequisites: Accountancy N214 and Marketing N213. An analytical course wherein the student utilizes the concepts, tools and practices used by managers in planning, establishing policies and solving marketing problems. (3 credits)

NOTE: Students who have credits for Marketing 211 and/or Marketing 411 or Marketing 421 may not take this course for credits.

MATH N300

Number Systems
Sets, mathematical systems, concept of number, systems of numeration, operations and relations, whole numbers, fractional numbers, integers, rational numbers, irrational numbers, real numbers, geometric representations, measurement. (6 credits)

Note: This course is available only to practising teachers.

MATH N301

Mappings

This course is designed to cover the main mathematical topics in the programme-cadre for elementary schools. The study of the mathematical content will be linked to thorough consideration of classroom applications. A project will be included among the assignments in the course. In the course, the mathematical languages of sets, relations, functions, and operations will be applied where appropriate, and various modes of graphical representation utilised.

The extension of the number system to fractions, decimals and signed numbers, equalities and inequalities, bases of numeration, introduction to the study of symmetry and geometric transformations. (6 credits)

NOTE: This course is available to practising teachers only.

MATH N303

Measurement

Prerequisite: Math N200. A more advanced study of measures and measurement, descriptive statistics and elementary notions of probability, an overview of a K-6 programme of measurement. (6 credits)
NOTE: This course is available only to practising teachers.

POLI N467

Advanced Study in a Special Subject
Subject matter will vary from year to year to take
advantage of the special interests of the instructor. This course will provide opportunities to senior students for discussion and advanced study. The topic this year is "Israel and Palestine — A Clash of Nationalism in the Middle East." (3 credits)

PSYC N211

Introductory Psychology

The purpose of this course is the development of an adequate understanding of known principles of behaviour and experience. The work includes a study of the sense organs and nervous system, perception, learning, memory, motivation and the basic needs, emotional reactions, personality development, adjustment and integration, abnormal personality, mental abilities and aptitudes, social aspects of behaviour and the applications of psychology. (6 credits) NOTE: Students who have credits for Psychology 211, 011, 101, or 201 may not take this course for credits.

Judaic Studies: History of the Jewish People An historical survey of the Jewish people from the Biblical age until the beginning of the modern period. The survey will focus on both the sociological and intellectual developments in this area. The emphasis will be on the formation and contribution of the major Jewish concepts, institutions and traditions; on the dynamic forces in Jewish society and on the interrelationship between Jews and non-Jews during this period. (6 credits)

RELI N333/2 ZA

Women and Religion I

An examination of the roles and images of women in the history of religions. Topics might include: the development of patriarchal religion, religion and sexuality, women and myth, the roles of women in different religious communities. This course will include an integrated sequence of lectures (minimum three weeks) by an anthropologist on matriarchal and patriarchal societies. (3 credits)

NOTE: This course may be taken for credits in the Women's Studies Programme.

RELI N334/4 ZA

Women and Religion II

An examination of the religious and ethical questions raised by contemporary discussions of women's experience. Topics might include: the recent beginnings of a feminist theology, the feminist critique of organized religion and society, the effects of male perspective upon philosophy and theology, and women in the ministry. (3 credits)

NOTE: This course may be taken for credits in the Women's Studies Programme.

RELI N497/2 ZA

Topics in Jewish History

The aim and objective of the course is to gain some understanding of the unprecedent nature and scope of the deliberately planned extermination of the Jewish people in Nazi Germany and occupied Europe during World War II; to learn about the historical background which led to the rise of the Nazi Party in Germany and to understand how the Nazi leaders used Anit-Semitism as their primary propaganda instrument. The student will gain an insight into the difficulty of maintaining human dignity under de-humanized, barbaric and cruel policy and will study the physical and moral courage that was required to resist the machinery of destruction, few against many. (3 credits)

RELI N498/4 ZA

Topics in Jewish History: The Holocaust II
Prerequisite: RELI N497/2 (The Holocaust I) in which students were given general information on the Holocaust. The aim of this course is to discuss the reactions of individuals as well as of nations of the world through official documents pertaining to various topics. This course will also deal with the different implications of the holocaust from the period after World War II to the present time. The last part of the course will concentrate on literature that has developed as a result of the holocaust. (3 credits)

RUSS N215

Reading in Russian

This course will give the student sufficient grasp of the structure of the language and sufficient basic vocabulary to enable him to read Russian with the aid of a dictionary. Both technical and non-technical material will be used, (6 credits)

NOTE: Students who have credits for Russ 215, 011, 015 or N210 may not take this course for credits NOTE: This is a terminal course and may not be used as a prerequisite for advanced courses in Russian

SCIENCE AND HUMAN AFFAIRS N351

Astronomy, Cosmology and the Space Age The nature of the universe as described in both contemporary and historical astronomical theories; cosmology and its cultural context; the nature of scientific method in astronomy; life on other worlds; the social implications of space flight. (6 credits) NOTE: Students who have credits for Humanities of Science N451, Natural Science N231 or Interdisciplinary Studies N351 may not take this course for credits.

SOCI N210

Introduction to Sociology

This course analyzes social problems in modern society and introduces the student to the basic concepts and most important approaches in sociology. (6 credits) NOTE: Students who have credits for Soci 212, 211 or 111 may not take this course for credits.

SOCI N420

Self and Society

Prerequisite: Sociology N210. A consideration of basic concepts and of the most important theories in social psychology. Motivation is viewed in terms of the interplay between actors and social structures, and this approach is illustrated by reference to selected empirical studies. (6 credits)
NOTE: Students who have credits for SOCI 425, N442

or 442 may not take this course for credits.

SOCI N442/3 ZA

The Family

Prerequisite: Sociology N210. The course will deal with the following basic topics: mate selection, the social function of families, conjugal roles, social formation of the young, marriage across racial, religious and other social boundaries, and types of family structure. Other topics are added as time and interest permit. (6 credits) NOTE: Students who do not have the prerequisite must obtain written permission from the department to take this course.

URBAN STUDIES N260

Urban Development

An introductory course in Urban Development using an interdisciplinary approach to the process of urbanization, the city as a social system, the city as an economic system and the built environment. The material will be presented by films, tapes, and special readings. The films cover historic London, Ibadan and Chicago.

NOTE: Students who have credits for Interdisciplinary Studies 201 or 202 may not take this course for credits.

DAY

TIME

Programme Schedule (Most centres)

1976

Friday, September 10 Monday, September 20 Friday, October 1 Monday, October 4 Friday, November 12

Friday, December 17

Continuing Education registration closes Continuing Education classes begin Course Change period ends

Last day for financial adjustments to contract Last day for academic withdrawals from first term half courses

Last day of classes - first term

1977

Jan. 3 Jan. 7 Monday, January 10 Friday, January 14 Monday, January 17 Friday, March 11

April 18 April 22 Monday, April 25 Friday, April 29 Make-up period if necessary

Mid-term and first term final examinations begin Mid-term and first term final examinations end Classes begin - second term

Last day for academic withdrawals from full courses and second term half courses Last day of classes - second term

Make-up period if necessary Final examinations begin Final examinations end

Holidays

The Easter vacation and other assorted holidays tend to vary in each centre. Students should check with the appropriate centre for the specific dates.

Programme Schedule

Saidye Bronfman Centre

1976

Friday, October 1 Tuesday, October 19 Friday, October 31 Friday, December 10

Friday, December 17

1977

Monday, January 3 Friday, January 28 Monday, January 31 Monday, February 7

Friday, April 1

Friday, May 13 Monday, May 16 Monday, May 20 Continuing Education registration closes Continuing Education classes begin Course change and late registration period ends

Last day for academic withdrawals from firstterm 3-credit courses

Classes end

First-term classes re-commence Last day of classes - first term

Mid-term and first-term exams begin Second-term classes start; mid-term and firstterm final exams end

Last day for academic withdrawal from 6-credit courses and from second-term 3-credit courses Last day of classes - second term Final exams begin (make-up period if necessary)

Final exams end

Off-Campus University Credit Courses 1976-77

CECTION LOCATION

COURSE	SECTION	LOCATION	DAY	TIME
Acco N213/2	ZA	N.I.R.S.B.	Mon.	1900-2100
Acco N218/4	ZA	N.I.R.S.B.	Mon.	1900-2100
Art 200/3	ZA	Lakeshore	Mon.	1900-2200
Art Ed N200/3	ZA	Lakeshore	Mon.	1600-1900
Dine 200/3	ZA	Lakeshore	Thurs.	1630-1930
Econ N209/2	ZA	Bedford	Mon.	1900-2100
Econ N210/4	ZA	Bedford	Mon.	1900-2100
Educ N415/2	ZA	Lakeshore	Tues.	1900-2100
Educ N416/4	ZA	Lakeshore	Tues.	1900-2100
Engl N227/3	ZA	Lakeshore	Tues.	1900-2100
Engl N237/3	ZA	Lakeshore	Mon.	1900-2100
Engl N337/3	ZA	N.I.R.S.B.	Wed.	1900-2100
Engl N337/3	ZB	Gaspé	TBA	TBA
Engl N375/3	ZA	Lakeshore	Wed.	1900-2100
Engl N493/3	ZA	Saidye Bronfman	Wed.	1400-1600
Fren N214/3	ZA	Lakeshore	Thurs.	1900-2100
Geog N271/3	ZA	Bedford	Tues.	1900-2100
Health Ed 300/3	ZA	Lakeshore	Mon.	1900-2100
Health Ed 351/2	ZA	Lakeshore	Tues.	1900-2100
Health Ed 421/2	ZA	Lakeshore	Wed.	1900-2100
Health Ed 421/4	ZB	Lakeshore	Wed.	1900-2100
Mana 211/3	ZA	Bedford	Wed:	1900-2100
Mark 213/2	ZA	Lakeshore	Tues.	1900-2100
Mark 350/4	ZA	Lakeshore	Tues.	1900-2100
Math N300/3	ZA	M.C.S.C.	Mon	16:30-18:30
Math N301/3	ZA	Lakeshore	Tues.	1900-2100
Math N301/3	ZC	Lakeshore	Wed	TBA
Math N301/3	ZB	Shaar Hashomayim	Mon.	1630-1830
Math N303/3	ZA	Saidye Bronfman	Tues.	1630-1830
Math N303/3	ZB ZA	M.C.S.C.	Tues	1630 - 1830
Poli N467/2	ZA	Lakeshore	Wed.	1930-2130
Psyc N211/3	ZA	Saidye Bronfman	Tues.	1400-1600
Psyc N211/3	ZB	N.I.R.S.B.	Tues.	1900-2100
Psyc N211/3	ZC	Saidye Bronfman	Mon.	1900-2100
Reli N222/3	ZA	Saidye Bronfman	Tues.	2030-2230
Reli N222/3	ZB	Saidye Bronfman	Wed.	1900-2100
Reli N333/2	ZA	Saidye Bronfman	Mon.	2030-2230
Reli N334/4	ZA	S.G.W.	Mon.	2030-2230
Reli N497/2	ZA	Lakeshore	Tues.	1830-2030
Reli N498/4	ZA	N.I.R.S.B.	Tues.	1830-2030
Russ N215/3	ZA	Lakeshore	Thurs.	1815-2010
Science & Human Aff 351/3	ZA	Bedford	Wed.	1900-2100
Soci N210/3	ZA	N.I.R.S.B.	Mon.	1900-2100
Soci N210/3	ZB	Saidye Bronfman	Wed.	1900-2100
Soci N210/3	ZC	Lakeshore	Thurs.	1900-2100
Soci N420/3	ZA	Lanconord	Thurs.	1900-2100
Soci N442/3	ZA		Mon.	1830-2030
Urb St N260/3	ZA		Thurs.	1900-2100
			murs.	1300-2100

Lakeshore School Board

John Rennie High School 501 St. John's Road Pointe Claire, Quebec

Pointe Claire, Quebec			1
COURSE	SECTION	DAY	TIME
Art 200/3	ZA	Mon.	1900-2200
Studio Art I Arte N200/3	ZA	Mon.	1600-1900
Art for Classroom Use	27	WOTT.	1000-1500
Dine 200/3	ZA	Thurs.	1630-1930
Creative Drama I Educ N415/2	ZA	Tues.	1900-2100
Education of the Slow-Learning	27	1000.	1000-2100
Child	7.0	T	1000 0100
Educ N416/4 Education of the Gifted	ZA	Tues.	1900-2100
Engl N237/3	ZA	Mon.	1900-2100
Children's Literature Engl N227/3	ZA	Tues.	1900-2100
Creative Writing-Drama		1 400.	1000 2100
Engl N375/3 Shakespeare	ZA	Wed.	1900-2100
Fren N214/3	ZA	Thurs.	1900-2100
Langue et Composition			
Health Ed 300/3 Fundamentals of Human Biology	ZA	Mon.	1900-2100
Health Ed 351/2	ZA	Tues.	1900-2100
Hunger in the Classroom- The School's Role			
Health Ed 421/2	ZA	Wed.	1900-2100
Personal Interrelations			
Personal Interrelations	ZB	Wed.	1900-2100
Mark 213/2	ZA	Tues.	1900-2100
Marketing and Society Mark 350/4	ZA	Tues.	1900-2100
Marketing Management	ZA	rues.	1900-2100
Psyc N211/3	ZC	Mon.	1900-2100
Introduction to Psychology Science & Human Affairs N351/3	ZA	Wed.	1900-2100
Astronomy, Cosmology			
& the Space Age Soci N210/3	ZB	Wed.	1900-2100
Introduction to Sociology	20	weu.	1300-2100
Urban Studies N260/3	ZA	Thurs.	1900-2100
Urban Development			
Day of Hill Element of Calenda			
Beacon Hill Elementary School 170 Alton Road			
Beaconsfield, Quebec			
COURSE	SECTION	DAY	TIME
Math N301/3 Mappings	ZB	Mon.	1630-1830
Math N303/3	ZA	Tues.	1630-1830
Measurement			
Saidye Bronfman Centre			
5170 Cote St. Catherine Road			
Montreal, Quebec			1
COURSE	SECTION	DAY	TIME
Engl N493/3	ZA	Wed.	1400-1600
Jewish Contribution to Canadian Literature			
Psyc N211/3	ZA	Tues.	1400-1600
Introductory Psychology Reli N222/3	7.4	Tues.	2020 2220
Judaic Studies: History of	ZA	rues.	2030-2230
the Jewish People			
Reli N333/2 Women and Religion I	ZA	Mon.	2030-2230
Reli N334/4	ZA	Mon.	2030-2230
Women and Religion II Reli 497/2	ZA	Tues.	1830-2030
Topics in Jewish History	24	Tues.	1030-2030
The Holocaust I	7.	-	1000 0000
Reli N498/4 Topics in Jewish History	ZA	Tues.	1830-2030
The Holocaust II			
Soci N442/3 The Family	ZA	Mon.	1830-2030
The Tailing			

Registration starts July 1 at this centre. Phone Concordia (879-8402) or the Saidye Bronfman Centre (739-2301)

NOTE: /4 - second-term

North Island Regional School Board Chomedey Polyvalent High School 3200 Souvenir Road Chomedey, Quebec

Onomedey, Quebec			
	SECTION	DAY	TIME
Acco N213/2 Financial I	ZA	Mon.	1900-2100
Acco N218/4	ZA	Mon.	1900-2100
Managerial I Engl N337/3	ZA	Wed.	1900-2100
Modern British & American	27	wou.	1000 2100
Literature Math N301/3	ZA	Tues.	1900-2100
Mappings			
Psyc N211/3 Introductory Psychology	ZB	Tues.	1900-2100
Reli N222/3	ZB	Wed.	1900-2100
History of the Jewish People Soci N210/3	ZA	Mon.	1900-2100
Introduction to Sociology			
Soci N420/3 Self and Society	ZA	Thurs.	1900-2100
dell and doctety			
District of Bedford			
Regional School Board			
Massey Vanier High School 429 River Street			
Cowansville, Quebec			
Econ N209/2	ZA	Mon.	1900-2100
Introduction to Microeconomics Econ N210/4	ZA	Mon.	1900-2100
Introduction to Macroeconomics			
Geog N271/3 The Natural Environment	ZA	Tues.	1900-2100
Mana 211/3	ZA	Wed.	1900-2100
Business Law Soci N210/3	ZC	Thurs.	1900-2100
Introduction to Sociology	-	Trial C.	1000 2100
College de la Gaspesie			
Gaspé, Québec			
Engl N337/3 Modern British & American	ZB	TBA	TBA
Literature			
Shaar Hashamavim Synagogue			
Shaar Hashomayim Synagogue 450 Kensington Avenue			
Westmount, Quebec			
Poli N467/2	ZA	Wed.	1930-2130
Advanced Study in a Special			
Subject: Israel and Palestine — A Clash of Nationalism in			
the Middle East			
SGW campus		and a second	Annual Control
1455 de Maisonneuve Blvd, W.			
Montreal, Quebec			
Russ N215/3 Reading Course in Russian	ZA	Thurs.	1815-2010
Whiteside Taylor Centre Ste. Anne de Bellevue, Quebec		Courses	T.B.A.
Cic. / Illio de Bellevae, Quesco	The Paris		
Laurentian Regional High School		Courses	T.B.A.
Lachute Quebec			
Commission scolaire de Sault St-Lou	is	Courses	T.B.A.
Lasalle Catholic High School		Courses	1.0.7.
140 - 9th Avenue Lasalle, Quebec			
Math N301/3	zc	Wed	TBA
Mappings		Mrs. 1	231 31
			The state of
Alexander Gault Regional School		Courses	T.B.A.
Lennoxville, Quebec			
Montreal Catholic School Commission	on	Courses	T.B.A.
	*		
Math N300/3 Number Systems	ZA	Mon	1630 - 1830
Math N303/3	70	Tues	1630 1930
	ZB	Tues	1630 - 1830
Measurement			